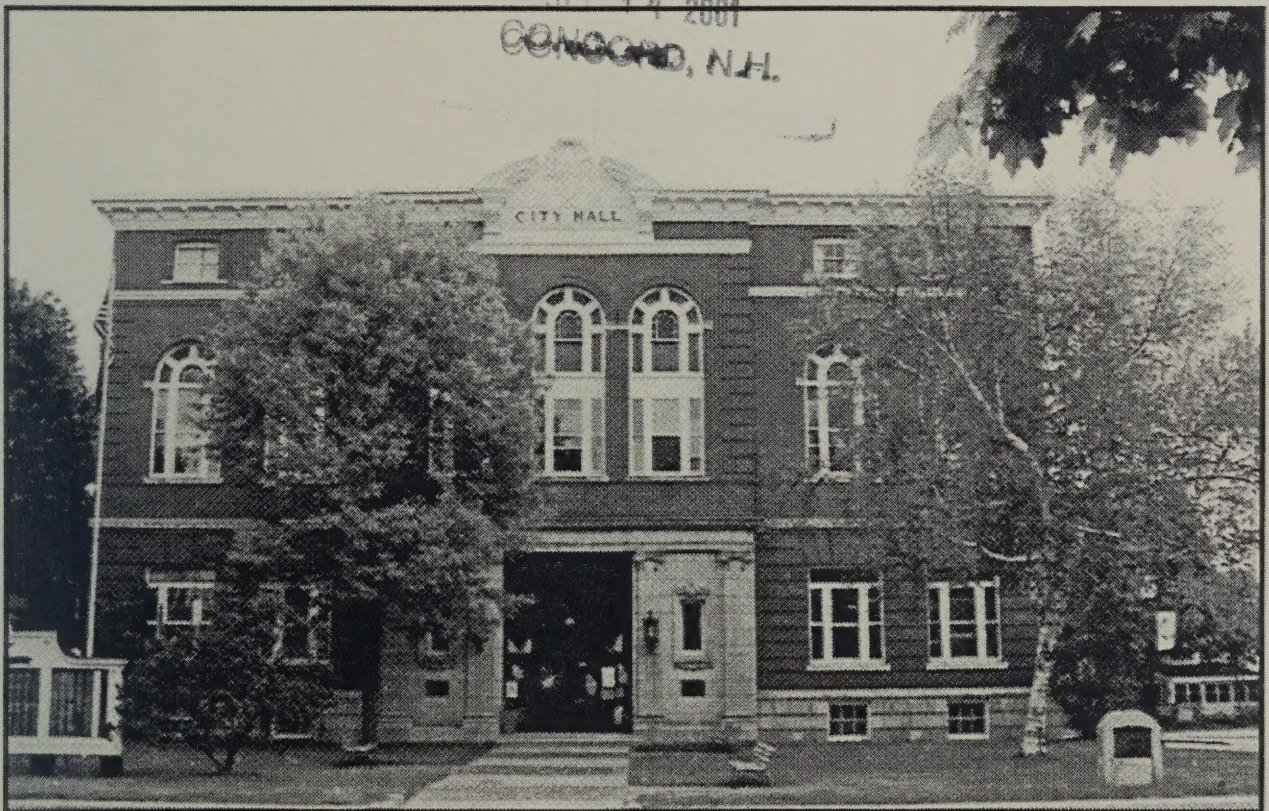


ANNUAL REPORT FOR 1999 - 2000

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**MEMBERS OF THE
ROCHESTER CITY GOVERNMENT
(July 1, 1999 to June 30, 2000)**

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ANNUAL REPORT FOR 1999-2000

MEMBERS OF THE ROCHESTER CITY GOVERNMENT (July 1, 1999 to June 30, 2000)

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REPORT OF THE CITY MANAGER'S OFFICE 1999-2000

The year ending June 30, 2000 showed continued prosperity for the State of New Hampshire, the Region and the City of Rochester. During the year a number of significant events and programs took place that speak well of the efforts of City Council, residents and Staff.

City Council continued its strong support of major improvements to the City's infrastructure through the Capital Improvements Program. They funded additions to several of the Schools in the City so that beginning in the fall of 2000 Rochester five year olds will have Public Kindergarten. The swimming pools in both Gonic and East Rochester were both replaced with state of the art facilities. Major road and drainage projects continued throughout Rochester and the City's \$15 million Waste Water Plant neared completion.

For the first time in more than 10 years the City's financial rating was upgraded by the investment market. This means that when Rochester needs to issue bonds to pay for capital improvements, we will get more attractive financial rates than we have in the past. Further the City met its goal of having a 5% unrestricted fund balance for use as a "rainy day fund" for the future.

The State legislature acting under a Supreme Court ruling, began to fund the costs of public education in an equitable manner. Rochester was one of the prime beneficiaries of this requirement and as a result the City was able to put more money into education and still offer a substantial tax reduction to local residents. Thus our tax rate went from more than \$35 per \$1000 to around \$22 per \$1000 with a property tax savings of several hundred dollars per household.

Rochester really jumped into the electronic information age with the completion of its wide area net involving the Public Schools and all City operations. This program completed at no cost to the taxpayers was a result of a cooperative venture between the City and Metrocast, the area cable television provider. This puts Rochester at the forefront throughout the state in information technology and its use in schools and local government.

Finally one event of note is something that didn't happen. That's the Y2K scare. We, like many other Cities and Businesses were well prepared for possible problems surrounding January 1, 2000. We tested all our systems and felt confident there would be no major problems. We like the rest of the world were correct and we passed into the new millennium without incident. The City and others even threw a millennium celebration that was enjoyed by young and old alike.

CITY GOVERNMENT
As Organized January 1, 2000

MAYOR DOUGLAS LACHANCE

Ward 1	-	David R. Stevens, James F. McManus, Jr.
Ward 2	-	Jeremy Bradshaw, Sandra Keans
Ward 3	-	Janet R. Pelley, Rick L. Healey
Ward 4	-	David E. Walker, Lucien G. Levesque
Ward 5	-	Bruce E. Lindsay, Ralph Torr
At-Large	-	Raymond Lundborn, Walter Hoerman, MD
City Manager		Gary Stenhouse

STANDING COMMITTEES, 2000

Codes & Ordinances Committee: David R. Stevens, Chairperson; Bruce E. Lindsay, Vice Chairperson; Sandra Keans, Raymond Lundborn, Janet R. Pelley

Economic Development Committee: Lucien G. Levesque, Chairperson; Walter Hoerman, MD, Vice Chairperson Raymond Lundborn, David R. Stevens, Ralph Torr

Finance Committee: Douglas Lachance, Chairperson; Walter Hoerman, MD, Vice Chairperson; Ralph Torr, Janet Pelley, Lucien Levesque, David Stevens, Sandra Keans

Public Safety Committee: Janet Pelley, Chairperson; James F. McManus, Jr., Vice Chairperson; David Walker, Rick Healey, Jeremy Bradshaw

Public Works Committee: Ralph Torr, Chairperson; Lucien Levesque, Vice Chairperson; James F. McManus, Jr., Bruce E. Lindsay, Rick Healey

SPECIAL COMMITTEES, 2000

Highway Safety Committee: Janet Pelley, Chairperson; James F. McManus, Jr., Vice Chairperson; David Walker, Rick Healey, Jeremy Bradshaw

PERSONNEL, 2000

Animal Control Officer	Suzanne Paradise
Assistant Assessor	Thomas Mullin
Assistant Assessor	Victoria Lambert
Chief Assessor	Brett Purvis
Business Administrator	Mark Decoteau
Building Inspector	Larry Hamer
Checklist Supervisor, Chairperson	Muriel Gagnon
Chief Planner	Michael Behrendt
City Clerk	Patricia E. Teodorson
Deputy Clerk	Vacant

City Engineer	Melodie Esterberg
City Manager	Gary Stenhouse
City Physician	Dr. William Olney
City Solicitor	Danford Wensley
Code Enforcement Director	Larry Hamer
Economic Development Director	Kenneth Ortmann
Fire Chief	Mark Dellner
Deputy Fire Chief	Francis Zombeck
Assistant Fire Chief	Norman Sanborn, Jr.
Ice Arena	Chris Bowlen
Library Director	Ruth Hooten
Planning Director	Kenneth Ortmann
Police Chief	Daniel Auger
Public Buildings Director	Richard White
Public Works Director	David Ford
Recreation, Parks, Youth Services Director	Brent Diesel
Tax Collector	Marianne Douglas
Water & Sewer Works Director	David Ford
Welfare Director	Jane Hervey
Zoning Director	Kenneth Ortmann
Mayor	Douglas Lachance
Deputy Mayor	Walter Hoerman, MD

BOARDS AND COMMISSIONS, 2000

Arena Advisory Commission: David Anctil, Chairperson; Timothy S. Williams, Raymond McGilvray, Dale Bickford, Richard Clough, Madeline Auger, Robert W. Brown

Board of Assessors: Brett S. Purvis, Victoria Lambert, Thomas Mullin

Board of Health: Dr. Thomas Moon, Chairperson; Dr. James DeJohn, William Keefe, Dr. William Olney, Vacancy

Conservation Commission: George Bailey, Chairperson; Brian A. Salas, Jeffrey Winders, Arthur Birch, Steven Smith, Rose Marie Rogers, Jan Nelson, Mark Perry

County Commissioners: George Maglaras, Chairperson; Paul Dumont, Ronald Chagnon

Licensing Board: Gary Stenhouse, Chairperson; Daniel Auger, Mark Dellner

Personnel Advisory Board: Carol Themelis, Albert W. Miltner, Sr., Maurice Brock

Planning Board: J. Bruce Roberts, Chairperson; Bruce Boudreau, Thomas Willis, Julie Brown, Elmer Lavallee, Nancy Dibble **Alternate Members:** David Clark, Tim Fontneau, Cliff Newton, Terry Desjardins

Police Commissioners: Barry K. Flanagan, Chairperson; Ronald G. Lachapelle, Paul Dumont

Recreation, Parks and Youth Services Commission: Sheila Colson, Chairperson; Russell Whitehouse, Jeffrey Turgeon, Kate A. Kelley, David F. Lynch, Chuck Grassie, Robert Watson

Rochester Housing Authority: Arthur Nickless, Chairperson; Richard Lachance, Marilyn Berry, Wilbur Boudreau, Stella Marcotte, Jerry Grossman, Otis Perry

Rochester Industrial Development Authority: Leon Meader, Jr., Chairperson; Laura A. Shambos, Janet Davis, Malcolm Ford, Jr., Vacancy Robert Gustafson, David C. Tinkham, Kenneth Ortmann, Douglas Lachance, George Allen, Danford Wensley

Strafford Regional Planning Commission: Chuck Grassie, Sandra Keans, Thomas Willis, Kenneth Ortmann

Trustees of the Public Library: David Tinkham, Chairperson; Pamela J. Hubbard, Karen Lambert, Ann M. Cassavechia, Michael Roberts, Betty Meulenbrook, Marcia Nescot

Trustees of the Trust Funds: Glenn Lepene, Chairperson; Marilyn Levesque, Daniel J. Harkinson

Utility Advisory Board: Richardo Cantu, Chairperson; Patrick Clark, Scott Valcourt, Neill Williams, David Reed

Welfare Appeals Board: Janet Poulin, Mary Flynn, Nancy Morneau, Arthur Birch

Zoning Board of Adjustment: Andy English, Robert Johnson, Ralph Torr, Norman E. Valley, Jr., Daniel Lacroix **Alternate Members:** George Jackson, Jeff Sutton, Kimon Lalas, Armando Olivares, Randy Lavallee

MAYOR'S TASK FORCE, 2000

Cable TV Franchise Renewal Negotiations Committee: Lee Chasse, David R. Stevens, Gary Stenhouse, Deus Marchacos, Dr. Yeagley, Bill Young

Opera House Restoration Committee: Joe Britton, Chairperson; Harvey E. Bernier, Janet R. Pelley, George Allen, Terry McGarghan, Cathy Taylor, Kevin Flynn, Don A. Carignan, Stephen Dibble, Anthony Ejarque, Herman Ejarque

Rochester Substance Abuse Prevention: Robert Brown, John Connelly, Sharon Croft, Pam Byers, Dr. Michael Clark, Dan Lacroix Anne, May, Patricia Rainboth, Det. John Caldwell, Bonnie Voyer, Kathy Wotton, Pat Lilly, Liz Ossen

ELECTION OFFICIALS, 2000

Ward One - Elmer Lavallee, Moderator; Dawn Lapierre, Ward Clerk; Susan E. Lampron, Checklist Supervisor; Rhona L. Panteledes, Joyce Betz, Nancy C. Hubbard, Selectmen

Ward Two - Daniel J. Harkinson, Moderator; Nancy J. George, Ward Clerk; T.J. Jean, Checklist Supervisor; Allen Spader, Brian Brennan, Jean Anne Twombly, Selectmen

Ward Three - Danford Wensley, Moderator; Kenneth Billings, Ward Clerk; Richard Timmons, Checklist Supervisor; Kathryn Lachappelle, Sandra Healey, Theresa M. Lanoix, Selectmen

Ward Four - Neill Williams, Moderator; Violet Williams, Ward Clerk; Patricia Dunlap, Checklist Supervisor; Priscilla Dickie, Geraldine Lacasse, Barbara L. Harrison, Selectmen

Ward Five - James P. Gray, Moderator; Joanne Gray, Ward Clerk; Sharyn Stuart, Checklist Supervisor; Jeanne Wurth, Paul Blanchette, Majorie Rodis, Selectmen

REPORT OF THE ARENA DEPARTMENT
1999-2000

Fiscal Year 2000 marked the end of the tenth consecutive successful season of the Rochester Arena as an enterprise fund within the City of Rochester. Revenues continue to support operating expenses and debt services and increased the retained earnings account.

Revenues for the 1999-2000 year totaled \$279,623.00 (made up of ice rentals, skate sharpening, public skating, stick practice, learn to skate, soda sales, in-line hockey, special events, etc.)

Operating expenditures came in at a total of \$253,889.00 while debt service expenditures came in at \$18,608.00. In all, \$272,497.00 was expended for the entire fiscal year.

The surplus balance of \$7,126.00 was added to the Arena retained earnings account. This brought the retained earnings account up to \$363,141.00. This account is maintained to help the Arena fund some of it's projects and for emergency purposes. All expenditures out of this account must receive City Council approval.

The Arena Department's summer youth and adult in-line hockey programs continue to be a huge success and source of revenue during the previously idle summer months. The cost of this floor has been paid back in just three summers worth of programming.

Fiscal Year 2000 was a great success and many CIP projects are in the works to bring the Rochester Arena up to speed and keep it a successful enterprise fund within the City.

Respectfully submitted,

Chris Bowlen
Arena Director

REPORT OF THE CITY ATTORNEY

1999-2000

The following is a report of the activities of the office of the City Attorney for the year beginning July 1, 1999 and ending on June 30, 2000.

During the fiscal year 1999-2000, the following cases involving the City of Rochester were terminated:

1. George Blaisdell v. City of Rochester, Gary Stenhouse, Danford J. Wensley, Donald Vittum and James Twombly / Docket #97-CV-00082;

In addition to the above case, as of June 30, 2000, the following actions involving the City of Rochester were pending in various New Hampshire and Federal Courts:

1. George Blaisdell, et als v. City of Rochester / Docket #85-C-0434, #86-C-0094 and #89-E-0189;
2. George Blaisdell v. City of Rochester / Docket #93-123 and #93-214;
3. New England Telephone and Telegraph Company v. City of Rochester / Docket #96-E-0160;
4. Public Service Company of New Hampshire v. City of Rochester and City of Rochester v. Commissioner of Transportation, et als / Docket #96-E-0165;
5. David Bulva and Lina Bulva v. City of Rochester / Docket #98-CV-350-M;
6. Bell Atlantic f/k/a New England Telephone and Telegraph Company v. City of Rochester / Docket #97-E-0123, #98-E-0135 and #99-E-0148;
7. Donald Toy and Bonnie Toy v. City of Rochester / Docket #99-E-0092;
8. David Michaud v. City of Rochester, Richard Giguere, et als / Docket #C-99-156-B;

9. Knights of Columbus v. City of Rochester / Docket #99-E-089;
10. City of Rochester v. Steven Lemay and Melissa Stockford / Docket #00-E-0027

It should be noted that the above listing of cases does not include various bankruptcy proceedings pending in various U.S. District Courts across the United States in which the City of Rochester has filed proofs of claim and/or other pleadings with regard to the City's various interests in such bankruptcy estates.

The office of the City Attorney also provided representation to the City in numerous matters before the New Hampshire courts with respect to cases in which the City was a party, as well as before various administrative agencies when necessary. In addition, the City Attorney attended Council meetings, as well as meetings of Council committees and other City boards and commissions upon request. Legal opinions and advice were provided to the City Manager, Mayor, City Council, Department Heads and various boards and commissions of the City upon request. Legal instruments, including deeds, leases, contracts, ordinances, and amendments to ordinances, resolutions and other similar documents were drafted and reviewed as required during the year and representation of the City was provided with regard to the acquisition and disposition of real estate.

Respectfully submitted,

Danford J. Wensley,
City Solicitor

DJW/kpb

REPORT OF THE ASSESSOR'S OFFICE

1999-2000

TO THE CITY MANAGER AND CITY COUNCIL OF THE CITY OF ROCHESTER
ASSESSOR'S INVENTORY

LAND VALUATION:

Residential.....	148,672,600
Commercial.....	101,683,510
Current Use.....	1,576,100

TOTAL VALUE OF TAXABLE LAND..... 251,932,210

BUILDING VALUATIONS

Residential.....	466,238,410
Manufactured Housing.....	51,217,600
Commercial/Industrial.....	159,010,925

TOTAL VALUE OF TAXABLE LAND..... 676,466,935

PUBLIC UTILITIES

Gas.....	5,675,400
Electric.....	13,458,500

TOTAL VALUATION OF TAXABLE PROPERTY..... 947,533,045

EXEMPTIONS

Blind (28).....	691,700
Elderly (371).....	8,226,600
Disabled Exemption (51).....	733,300

TOTAL AMOUNT OF EXEMPTIONS 9,651,600

Net Valuation on which the tax rate for Municipal County & Local 937,881,445

Education Tax is Computed

Less Public Utilities - 19,133,900

Net Valuation without Utilities On Which Tax Rate For State 918,747,545

Education Tax is Computed

Total Amount to be collected x tax rate of \$24.75= \$23,212,566.00

Total to be Collected for State Education @ 6.85/m - 131,067.00

Total City, Local School & County Tax \$23,081,499.00

Less Veterans - 247,200.00

Payment in lieu of taxes + 95,854.00

Net amount to be collected \$22,930,153.00

Respectfully submitted,

Brett S. Purvis, Chief Assessor

REPORT OF THE CITY CLERK'S OFFICE 1999-2000

During FY 1999-2000, the City Clerk's Office performed the following functions:

Processed the following Vital Statistics Records: 454 Births, 257 Deaths, and 284 Marriages; also processed birth record amendments including adoptions, legitimates, affidavits of paternity, and legal changes of names; recorded pre-marital age and time waivers; processed vital record corrections and amendment forms; issued delayed certificates of birth; issued burial permits under authorization of the Board of Health and Health Officer; filed burial permits for all Rochester interments; filed and indexed informational copies of births, marriages, and deaths which pertained to Rochester residents but which occurred in other communities; and, attended meetings relative to vital record regulations and statutes.

Recorded the votes and proceedings of the City Council at both regular, special and workshop City Council meetings; published and indexed the minutes of all City Council meetings in accordance with RSA 91-A:4; and, provided informational copies of the minutes to all affected citizens, boards, commissions and department heads. Prepared agendas, packages and minutes for the following: City Council Regular, Special and Workshop Meetings.

Issued 2361 Dog/Kennel Group Licenses, the latter in conjunction with the Animal Control Officer; provided dog licensing service at the annual Rabies Clinic held at the Rochester Fairgrounds in April.

Recorded as processed, 775 Uniform Commercial Code Financing Statements, as well as related termination, continuation, amendment assignment, and search statements.

Supervised one (1) Municipal Election on November 2, 1999, and (1) Presidential Primary Election on February 1, 2000.

Accepted new voter registrations, declarations of party affiliation, and checklist changes in address/ward; provided in-home voter registrations for the elderly and disabled; coordinated and attended all sessions of the Supervisors of the Checklist; maintained and updated the City's computerized voter checklist; and printed all required checklists.

Processed six (6) applications for the Adams-Pray Funds for approximately \$241.94 per each applicant.

Provided Notary services for 750 persons, published notices of Public Hearings, vacancies in elected offices, ordinance amendments, Supervisors' Sessions, election, and dog licensing reminders, etc., as required by law.

Recorded Federal and State Tax Liens; City Liens; Writs of Attachment; Utility Pole and Conduit Licenses; Articles of Agreement and Amendments thereto; Surety Bonds; City Vehicle Titles; Agreements and Contracts; Leases; New Hampshire Wetlands Boards/Dredge and Fill Applications; litigations; deeds of the City; and issued FY 99-00 Parking Permits.

Revenues received by the City Clerk's Office for Fiscal Year 1999-2000 were as follows: Marriages \$2,023; Dog Licenses - \$9,538.; UCC Fees - \$15,252.91; Vital Records \$13,392; Notarial Services - \$1,500; and Miscellaneous Revenues \$4,260.75. Total Revenues were \$45,966.66.

Continued organizing and cataloging documents in both the City Clerk's Office, the City Hall Vault, in accordance with the retention schedule established by the Administrative Rules of the New Hampshire Municipal Records Board.

Respectfully submitted,

Blandine J. Shallow
City Clerk

**RESOLUTIONS
ADOPTED BY THE ROCHESTER CITY COUNCIL**

FY 1999-2000

SUBJECT

DATE

Resolution for Participation in the Multi-Year Rate and Contribution Guarantee Program:PLT2002 of the New Hampshire Municipal Association Property-Liability Trust, Inc.
08/03/99

Resolution Approving Supplemental Appropriation for the City of Rochester
FY1999-2000 Rochester Water Works Operating Budget
08/31/99

Resolution Approving Supplemental Appropriation for the City of Rochester
FY1999-2000 Capital Budget (Public Works)
08/31/99

Resolution Approving supplemental Appropriation for the City of Rochester
FY1999-2000 Operating Budget (Contingency Acct for School Band Boosters)
09/07/99

Resolution Approving Supplemental Appropriation for the City of Rochester
FY1999-2000 Operating Budget (Police Dept - Grant)
09/07/99

Resolution Approving Supplemental Appropriation for the Rochester School
Department FY1999-2000 Operating Budget (Medicaid Reimb)
09/07/99

Resolution Approving Supplemental Appropriation for the City of Rochester
FY1999-2000 Capital Budget (Kane Gonic Brickyard Clean-up)

10/05/99

Resolution Approving Supplemental Appropriation for the City of Rochester
FY1999-2000 Operating Budget (Project Futures)
11/23/99

Resolution Authorizing Expenditure for School Additions to Implement Public
Kindergarten
12/07/99

Resolution for the Disposition of City Property at 62 South Main Street
12/07/99

SUBJECT
DATE

Resolution Approving Supplemental Appropriation for the City of Rochester
FY1999-2000 Capital Budget (Gonic Pool)
01/11/00

Resolution Accepting Funds for the Rochester Woman's Club Scholarship Fund 01/11/00

Resolution Approving Supplemental Appropriation for the City of Rochester
FY1999-2000 Operating Budget (Police Dept - ballistic vests)
01/11/00

Resolution Approving Supplemental Appropriation for the City of Rochester
FY1999-2000 Operating Budget (Police Dept. - Drug Enforcement Grant) 03/07/00

Resolution Approving the FY2000-2005 Community Development Plan and the
FY2000-2001 Community Development Budget
04/04/00

Resolution Approving Supplemental Appropriation for the City of Rochester
FY1999-2000 Capital Budget (Structures at Swimming Pools)
04/04/00

Resolution Approving Supplemental Appropriation for the City of Rochester
FY1999-2000 Capital Budget (Chamberlain St. Project)
05/02/00

Resolution Approving the 2000-2001 Operating Budget for the City of Rochester 06/20/00

Resolution Authorizing and Approving 2000-2001 Capital Budget for the City
of Rochester and Authorizing Certain Bonding in Connection Therewith 06/20/00

Resolution Accepting Unanticipated School Department Revenue and
Approving a Supplemental Appropriation for the Rochester School Department
1999-2000 Operating Budget 06/20/00

**ORDINANCE AMENDMENTS
ADOPTED BY THE ROCHESTER CITY COUNCIL
FY 1999-2000**

**SUBJECT
DATE**

Amendment to Ordinances relative to Water Emergencies
09/14/99

Amendment to Ordinances relative to Unvented Space Heaters and Smoke
Detector Wiring
02/08/00

Amendment to Ordinance relative to location of Fire Hydrants within Mobile
Home Parks
03/07/00

Amendment relating to Area Situate on Both Sides of Wakefield Street in the
Vicinity of its Intersection with Columbus Avenue (as further amended) 03/21/00

Amendment to Ordinance Relative to Sewer User Rates 06/20/00

REPORT OF THE CODE ENFORCEMENT DEPARTMENT

1999-2000

The Code Enforcement Department has been very active during this 12 month period. As the population of Rochester continues to grow so does the responsibility of the department to enforce applicable rules and regulations of the City of Rochester. This office remains dedicated to this responsibility and will continue its program of proactive code enforcement ensuring the health and safety of the citizens of Rochester.

The total revenue collected by the Code Enforcement Department was \$180,212.75 and is categorized as follows:

Food Establishment Licenses	\$ 19,250.00
Code Enforcement Permits	9,960.75
Building Permits	151,002.00
TOTAL	\$180,212.75

The total amount expended by the department was \$224,057.49.

BUILDING INSPECTION

Major duties of the department include the administration of National Codes, the review and issuance of building permits, and the inspection of construction sites to ensure conformance of these codes; additionally enforce compliance of the Zoning Ordinance and Planning Board approvals. A total of 1,965 permits were issued with an estimated building cost of \$39,301,932.00.

HEALTH

The major health related duties of the department continue to be the licensing and inspection of the City's food service establishment. We have worked closely with the owners and operators to ensure compliance with the N.H. rules for the sanitary production and distribution of food. During the year each food establishment was inspected a minimum of two times and as a whole Rochester's food establishments are in full compliance.

The department also performed inspections of day care and foster homes facilities, investigated housing code complaints and responded to various health related concerns of the citizens of Rochester.

The Board of Health comprised the following members:

Dr. Thomas Moon, D.V.M. - Chairman
Dr. James DeJohn, M.D.
Mr. William Keefe, P.D.
Dr. William Olney, M.D.
Mr. Larry A. Hamer, H.O. - Secretary

CODE ENFORCEMENT

Other general activities performed by the department included inspection and licensing of mobile home parks, licensing of bowling alleys, movie theaters, pool tables, taxi cabs, junk yards, second hand dealers, video games and hawkers & peddlers. In addition has investigated 246 citizen complaints and zoning infractions.

Respectfully submitted,

Larry A. Hamer
Director of Code Enforcement Services

BUILDING PERMITS
Fiscal Year 1999 - 2000

Month/ Year	Conv. Homes	Condos & Apartments	Mobile Homes	Residential Additions Alterations Repairs & Outbuildings	Nonresidential Buildings	Nonresidential Additions Alterations Repairs & Outbuildings	Foundations	Mechanical								
JUL '99	5	\$380,000	0	\$0	6	\$214,710	26	\$207,238	0	\$0	4	\$219,310	1	\$2,000	25	\$72,223
AUG '99	6	\$464,210	0	\$0	3	\$91,500	38	\$124,522	1	\$10,000	8	\$289,098	0	\$0	16	\$56,651
SEP '99	8	\$659,700	0	\$0	10	\$596,935	37	\$151,795	2	\$1,614,000	2	\$100,000	2	\$319,500	21	\$205,720
OCT '99	9	\$717,826	0	\$0	19	\$1,039,597	39	\$163,988	3	\$825,840	5	\$139,500	1	\$3,500	23	\$68,065
NOV '99	16	\$1,430,132	0	\$0	3	\$112,000	16	\$104,645	2	\$1,675,000	5	\$265,000	0	\$0	25	\$287,755
DEC '99	6	\$381,576	0	\$0	11	\$673,500	20	\$187,834	0	\$0	6	\$48,548	0	\$0	22	\$60,090
JAN '00	2	\$150,000	0	\$0	5	\$163,500	12	\$48,244	0	\$0	3	\$67,900	1	\$18,500	7	\$14,800
FEB '00	5	\$352,000	0	\$0	0	\$0	4	\$49,020	0	\$0	6	\$92,900	0	\$0	10	\$213,700
MAR '00	6	\$416,360	0	\$0	0	\$0	30	\$337,922	1	\$189,244	2	\$6,300	1	\$1,200	19	\$77,605
APR '00	4	\$252,000	0	\$0	9	\$586,800	45	\$275,474	1	\$10,000	9	\$2,026,679	0	\$0	18	\$170,442
MAY '00	8	675,000	0	\$0	7	\$482,457	52	\$1,249,196	0	\$0	4	\$792,876	1	\$5,000	23	\$229,615
JUNE '00	6	\$675,000	1	\$322,000	5	\$269,400	43	\$203,558	0	\$0	5	\$155,520	1	\$4,000	16	\$240,473
81	\$6,503,404	1	\$322,000	78	\$4,230,449	362	\$3,103,436	10	\$4,324,084	59	\$4,203,641	8	\$353,700	225	\$1,597,139	

BUILDING PERMITS CONTINUED
1999 - 2000

Fire Protection		Electrical	Plumbing	Signs	Pools	Other	Renewals	MONTHLY TOTAL	YEAR TO DATE TOTAL	Demolitions									
1	\$200	59	\$50,085	13	\$35,240	3	\$23,864	13	\$103,607	6	\$16,600	6	\$9,609,900	168	\$10,934,987	168	\$10,934,987	3	\$4,700
1	\$995	46	\$42,089	17	\$55,150	6	\$12,300	4	\$28,700	8	\$46,309	9	\$99,650	163	\$1,321,174	331	\$12,256,161	2	\$7,000
3	\$90,650	69	\$98,877	28	\$76,100	2	5,300	0	\$0	1	\$160	8	\$23,400	193	\$3,942,137	524	\$16,198,298	4	\$14,000
1	\$100	71	\$297,700	41	\$58,700	2	\$64,388	2	\$22,000	5	\$5,300	2	\$4,000	223	\$3,410,504	747	\$19,608,802	1	\$1,000
6	\$121,650	38	\$354,250	27	\$15,892	3	\$4,900	0	\$0	4	\$17,530	14	\$191,650	159	\$4,580,404	906	\$24,189,206	0	\$0
1	\$1,000	52	\$111,650	28	\$90,612	2	\$2,750	0	\$0	3	\$60,700	9	\$9,250	160	\$1,627,560	1,066	\$25,816,766	4	\$10,800
1	\$21,000	28	\$44,325	9	\$8,800	3	\$4,300	0	\$0	0	\$0	2	\$5,500	73	\$546,869	1,139	\$26,363,635	2	\$5,500
1	\$4,670	20	\$70,089	10	\$25,380	1	\$400	0	\$0	3	\$850	0	\$0	60	\$809,009	1,199	\$27,172,644	0	\$0
1	\$24,000	44	\$56,539	16	\$31,900	2	\$532	7	\$83,500	7	\$20,110	2	\$15,500	138	\$1,260,712	1,337	\$28,433,356	4	\$25,200
1	\$11,500	47	\$180,240	26	\$99,632	4	\$20,974	6	\$711,129	8	\$21,989	3	\$52,400	181	\$4,419,259	1,518	\$32,852,615	4	\$19,000
0	\$0	61	\$273,257	21	\$107,840	6	\$7,905	15	\$121,040	18	\$17,649	6	\$19,650	222	\$3,831,085	\$1,740	\$36,683,700	4	\$2,400
5	\$144,610	75	\$317,665	22	\$165,750	2	\$4,500	18	\$129,290	15	\$40,045	11	\$46,421	225	\$2,618,232	\$1,965	\$39,301,932	4	\$39,200
22	\$420,375	610	\$1,796,766	258	\$770,996	36	\$152,113	65	\$1,199,266	78	\$247,242	72	\$10,077,321	1,965	\$39,301,932			36	\$128,800

Report of the Conservation Commission 1999-2000

This has been an exciting year for the Commission. The Land and Community Heritage Investment Program (LCHIP) was signed into law by the Governor. This program, supplemented by local matching of funds supplied by municipalities and other organizations, is a major step forward for protection of conservation land. The Rochester Conservation Fund, founded in 1998 to aid in fund matching, had a total of \$19,800 as of July 1, 2000. The LCHIP program will begin in January 2001.

The Commission endorsed a grant for water pollution monitoring of the Cocheco River by the Cocheco Watershed Coalition, beginning in June 1999, and the program will be continued through 2000. Two members of the Commission have participated in water sampling of the Cocheco and Isinglass Rivers and their tributaries.

The Commission has consulted with Michael Behrendt of the Planning Department in the drafting of a new ground water protection ordinance. This ordinance will provide important protection for a resource which may be a critical element in Rochester's water supply in the near future.

Several wetland violations were reviewed this past year by representatives of the Commission. The rules and the consequences of these violations were discussed with the landowners, and in most cases corrective measures (removal of fill) were accepted by the landowners; however, three violations were reported to the Wetland Bureau.

Eight permits for wetland alteration were reviewed by representatives of the Commission, and recommendations for approval made to the Wetland Bureau.

Commission member, Jeff Winders, received several surplus Wood Duck nesting boxes from The Great Bay National Wildlife Refuge, and one of these boxes was presented to the Commission by Mr. Winders. It was promptly installed on City property along the Salmon Falls River. Plans for a similar installation along the Cocheco are pending.

This past year, the Chairman with cooperation of several Commission members has continued to review projects that have been submitted to the Rochester Planning Board, with regard to wetlands and other conservation issues.

Respectfully submitted,

George D. Bailey, Chairman

REPORT OF CITY FINANCES

1999-2000

The fiscal year ending June 30th, 2000 represented the tenth consecutive year of positive growth in the City's General Fund. The fiscal health of the City of Rochester was recognized when Moody's Investment Services upgraded the Bond Rating of the City.

The following financial statements and auditor's report substantiates the fiscal health of the City. All funds, including the enterprise accounts (Water, Sewer, Arena) and the special revenue accounts (Community Center and Waste Management) have enjoyed the same fiscal health through the year.

During the year the City fully funded the "Waste Management Fund" at \$350,000 and returned sufficient funds at the end of the year to be above the required 5% in the undesignated unreserved portion of the fund balance.

As stated earlier, the City made a presentation to representatives of Moody's Investment Services. The presentation was well received and resulted in an upgrade of the City's Bond Rating by one level to Baa1. With the issuance of over \$9M in municipal bonds, the impact of this upgrade was a savings of over \$200,000 for the taxpayers of Rochester.

Overall the 1999-2000 fiscal year was a very positive one in financial terms for the City of Rochester.

Respectfully Submitted,

Mark F. Decoteau
Finance Director

CITY OF ROCHESTER, NEW HAMPSHIRE

Combined Statement of Revenues, Expenditures
and Changes in Fund Balances
All Governmental and Expendable Trust Funds

For the Year Ended June 30, 2000

	Governmental Fund Types				Fiduciary Fund Type Expendable Trust	Totals (Memorandum Only)
	General Fund	Special Revenue Fund	Capital Project Fund			
Revenues:						
Taxes	\$ 36,902,696	\$ -	\$ -		\$ -	\$ 36,902,696
Licenses and permits	3,276,275	-	-		-	3,276,275
Interest, penalties and other taxes	566,496	-	-		-	566,496
Intergovernmental revenue	4,722,571	2,229,313	250,000		-	7,201,884
Charges for services	364,239	1,119,721	-		-	1,483,960
Interest income	790,350	-	-		-	790,350
Other revenues	194,815	322	684,259		77,704	868,054
Total Revenue	46,817,442	3,349,356	934,259		77,704	51,178,761
Expenditures:						
Current:						
General government	2,548,297	-	1,708,838		-	4,257,135
Public safety	5,898,368	-	69,658		-	5,968,026
Education	29,490,834	2,373,860	2,200,365		-	34,065,059
Public works	1,698,275	-	1,508,205		-	3,206,480
Human services	324,594	-	-		-	324,594
Culture and recreation	1,042,022	-	586,452		-	1,628,474
Community development	-	437,621	-		-	437,621
Community services	-	389,550	-		-	389,550
Miscellaneous	-	911	-		73,405	74,316
Debt service:						
Principal	1,221,397	-	-		-	1,221,397
Interest	658,561	-	-		-	658,561
Intergovernmental	2,249,996	-	-		-	2,249,996
Total Expenditures	45,132,344	3,201,942	6,073,518		73,405	54,481,209
Excess (deficiency) of revenues over expenditures	1,685,098	147,414	(5,139,259)		4,299	(3,302,448)
Other Financing Sources (Uses):						
Bond proceeds	-	-	8,032,500		-	8,032,500
Transfers in	-	350,000	273,000		-	623,000
Transfers out	(523,000)	-	(350,000)		-	(873,000)
Total Other Sources (Uses)	(523,000)	350,000	7,955,500		-	7,782,500
Excess of revenues and other sources over expenditures and other uses	1,162,098	497,414	2,816,241		4,299	4,480,052
Fund Equities, beginning	4,656,360	772,549	(744,235)		228,163	4,912,837
Fund Equities, ending	\$ 5,818,458	\$ 1,269,963	\$ 2,072,006		\$ 232,462	\$ 9,392,889

The accompanying notes are an integral part of the financial statements.

CITY OF ROCHESTER, NEW HAMPSHIRE

Statement of Revenues and Other Sources, and
Expenditures and Other Uses - Budget and Actual -
General Fund

For the Year Ended June 30, 2000

	<u>Budget</u>	<u>Actual (Budgetary Basis)</u>	<u>Variance Favorable (Unfavorable)</u>
Revenues and Other Sources:			
Taxes	\$ 36,793,903	\$ 36,793,903	\$ -
Intergovernmental	2,709,750	3,276,275	566,525
License and permits	4,559,634	4,722,571	162,937
Interest, penalties and other taxes	465,000	566,496	101,496
Charges for services	220,600	364,239	143,639
Interest income	900,000	790,350	(109,650)
Miscellaneous revenue	129,968	194,814	64,846
Other sources	<u>135,000</u>	<u>135,000</u>	<u>-</u>
Total Sources	45,918,855	46,843,648	929,793
Expenditures and Other Uses:			
General government	2,326,210	2,192,837	133,373
Public safety	5,907,868	5,886,738	21,130
Education	29,673,899	29,655,834	18,065
Public works	1,741,640	1,698,275	43,365
Human services	1,075,242	1,008,155	67,087
Culture and recreation	324,750	324,594	156
Debt service	2,006,250	1,879,958	126,292
Intergovernmental	2,249,996	2,249,996	-
Transfers out	358,000	358,000	-
Other uses	<u>250,000</u>	<u>250,000</u>	<u>-</u>
Total Uses	<u>45,913,855</u>	<u>45,504,387</u>	<u>409,468</u>
Excess of sources and uses	\$ <u>-</u>	\$ <u>1,339,261</u>	\$ <u>1,339,261</u>

The accompany notes are an integral part of the financial statements.

15. Long-Term Debt

A. General Obligation Bonds

The City issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for both general government and proprietary activities. The bonds reported in the proprietary funds are expected to be repaid from proprietary fund revenues. Payment is not limited to a particular revenue source. General obligation bonds currently outstanding are as follows:

	<u>Final Maturity Date</u>	<u>Original Issue Amount</u>	<u>Interest Rate</u>	<u>Balance</u>
High School and Allen School additions	October 2004	\$ 4,965,000	7.50%	\$ 175,000
Public buildings repairs	October 2004	1,100,000	7.50%	825,000
Capital bond issue #5	October 2007	5,454,021	variable	3,840,000
1991 NHMBB	December 2010	5,484,100	6.80%	3,355,000
1991 NHMBB	January 2011	13,031,515	6.80%	6,465,000
1992 Series D bonds	January 2013	1,194,500	variable	1,040,000
Wastewater treatment plant	July 2004	2,270,000	variable	550,000
Sewer capital improvements bond	November 2005	1,900,000	8.16%	570,000
Refinancing bonds 1994	November 2009	19,500,000	variable	16,300,000
1995 Series bond issue	August 2015	2,440,000	variable	1,940,000
1996 Series bond issue	August 2016	1,477,000	variable	1,255,000
1997 Series bond issue	August 2017	1,320,000	variable	1,180,000
1998 Series A	August 2018	2,650,000	variable	2,515,000
2000 Series bond issue	August 2020	<u>9,804,500</u>	variable	<u>9,804,500</u>
Totals		\$ <u>72,590,636</u>		\$ <u>49,814,500</u>

B. State Revolving Loan

The U.S. Environmental Protection Agency sponsors a low interest rate loan program. The loans are administered by the States and are used by local communities to improve their sewer systems.

In fiscal year 2000, the City borrowed an additional \$ 6,551,973 through the New Hampshire Water Pollution Control Revolving Fund Program to improve its sewer infiltration/inflow system. Total funding to date is \$ 16,414,446 which is reported as "notes payable" in the Sewer Enterprise

Fund. Interest is accrued at 1% to be paid upon completion of construction project within the next year.

C. Future Debt Service

The annual principal and interest payments to retire all general obligation long-term debt outstanding as of June 30, 2000 are as follows:

<u>Governmental</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2001	\$ 2,542,005	\$ 1,752,831	\$ 4,294,836
2002	2,853,119	1,724,957	4,578,076
2003	2,834,730	1,559,045	4,393,775
2004	2,822,340	1,394,930	4,217,270
2005	2,795,170	1,238,006	4,033,176
Thereafter	<u>19,157,626</u>	<u>5,559,930</u>	<u>24,717,556</u>
Total	\$ <u>33,004,990</u>	\$ <u>13,229,699</u>	\$ <u>46,234,689</u>

Proprietary

2001	\$ 1,802,995	\$ 802,249	\$ 2,757,278
2002	1,936,880	734,509	2,666,014
2003	1,965,270	631,573	2,592,191
2004	1,997,660	524,442	2,572,084
2005	2,044,830	406,998	2,447,802
Thereafter	<u>7,061,875</u>	<u>1,242,715</u>	<u>8,116,627</u>
Total	\$ <u>16,809,510</u>	\$ <u>4,342,486</u>	\$ <u>21,151,996</u>

D. Bond Authorizations

Long-term debt authorizations which have not been issued or rescinded as of June 30, 2000 are as follows:

<u>Purpose</u>	<u>Amount</u>
City - Various	750,000
Sewer - Various	<u>20,417,221</u>
Total	\$ <u>21,167,221</u>

REPORT OF THE FIRE DEPARTMENT 1999-2000

I submit this Fire Report for the Fiscal Year covering July 1, 1999 through June 30, 2000.

The period has been a very busy one for fire personnel and the City of Rochester, in terms of fire and rescue incidents as well as fire prevention, investigation, training and other activities that prepare us to meet any demand placed upon us. We continue to see, first hand, the effects of growth with our occurrences of back to back calls for assistance. The major concern in this period as well as in the foreseeable future continue to point towards increased personnel on-duty to ensure our organization is performing and responding as our community has come to expect.

In March of 2000, the new Station 2 in Gonic was completed with an Open House held in April. The project enables our department to respond to the Southern and Western sections of the City provided it is staffed by on-duty full-time personnel. This \$1.2 project is a modern state of the art facility that should be of great service in the coming decades for fire protection.

Also in March of 2000, the City took delivery of its new Rescue Truck for the fire department. The Emergency One 16' body on an International Chassis provides firefighters with greatly enhanced capabilities such as increased seating, compartment space, rehabilitation options and overall safety. This new rescue allows us to put rescue equipment, previously spread over a number of other of our trucks, into one vehicle for better operations.

Through generous community donations, the fire department received almost \$33,000. to purchase two Thermal Imager Cameras so that firefighters can see through smoke, walls and ceilings for fire and fire victims in need of rescue. Those state of the art tools, again, enhance firefighter safety by being another tool that trained firefighters need to be effective.

The Rochester Fire Department, in February of 2000, joined the regional hazardous materials response team called, START. This regional team provides equipment and manpower for any haz mat incident we may encounter and is a long needed and beneficial addition to our list of capabilities.

Our fire prevention programs are well received by the community both through the City as well as our schools. Our efforts on fire code compliance and prevention are "education" and "cooperation" before ordered compliance and enforcement. By continuing this philosophy, we find the Community being more receptive and understanding toward complying with the law.

The training of our firefighters continues to receive high priority in order to maintain a highly effective, well organized and safe fireground for our emergency forces.

Our department, with the City of Rochester, hosted an Emergency Operation Center Drill in September of 1999 to prepare for any possible Y2K related issues. After months of planning, preparation and contingency plans enacted, this department and all others in the City came away with no problems on January 1st.

A number of major fires occurred during this period, combined with the December 1999 tragedy in Worcester which killed 6 firefighters in a vacant building fire. Some of these fires in our City came right on the heels of Worcester.

Our fire department sent 20 of our personnel to Worcester on December 9th to attend the ceremonies with about 30,000 other firefighters from around country.

Several days later, a smaller fire in a vacant building occurred on Hanson St at the Old American Legion building. At that 4 alarm fire, several Rochester firefighters were ordered off the roof with heavy fire below them. Less than a minute later, the roof fell into the fire below, providing Rochester firefighters with a sobering reminder of this dangerous profession.

Within weeks of that blaze, Rochester firefighters rescued 5 residents of an apartment building at 19 Summer St. including 2 small children. This incident, once again, had brought national attention to our City, reminiscent to the 1996 Lilac Falls Motel explosion. Our fire department personnel were featured on Good Morning America, CNN, MSNBC, Extra and other national media organizations as well as receiving awards from the NH Governor, State Senate and other regional organizations for their efforts.

The work of our firefighters during this period continues to be exemplary. This is coupled with the support of the Rochester City Council in their efforts to ensure our firefighters received the best equipment, tools and training to do their job properly and our citizens and business community who support this organization.

In summary, I would like to thank the various City Departments for their assistance over the past year, the employees of this Department who are directly responsible for the success of our organization, you, the City Manager, the Mayor and City Council and the citizens of Rochester whom we serve.

Respectfully submitted,

Mark Dellner
Chief of Department

Type of Situation Ins. Info	2
Structure Fire	53
Outside of Structure Fire	13
Vehicle Fire	30
Trees, Brush, Grass Fire	24
Refuse Fire	5
Explosion, No After-fire	1
Outside Spill, Leak w/fire	1
Rescue Call, Ins. Info.	316
Emergency Medical Call	84
Lock-in	1
Extrication	10
Rescue Not Classified	89
Hazardous Cond. Ins. Info.	35
Spill, Leak with no Ignition	56
Excessive Heat	2
Power Line Down	30
Arcing, Shorted Elec. Equip	38
Aircraft Standby	1
Chemical Emergency	1
Hazardous Cond. Not. Classified	56
Service Call, Ins. Info.	9
Lockout	27
Water Evacuation	13
Smoke, Odor Removal	10
Animal Rescue	5
Assist Police	4

Unauthorized Burning	37
Cover Assignment	35
Service Call Not Classified	89
Good Intent Call Ins. Info.	104
Smoke Scare	53
Controlled Burning	13
Steam, Gas Mistaken for Smoke	4
Good Intent, Not Classified	55
False Call Ins. Info.	10
Malicious, mischievous call	5
Bomb Scare, no bomb	2
System Malfunction	184
Unintentional	70
False Call Not Classified	21
Situation not Classified	9
 Total	 1,607

Building Inspections	62
Certificate of Occupancy	31
Chimney Inspections	3
Day Care Inspections	14
Fire Alarm Tests	24
Fire Drills	61
Fire Extinguisher Classes	5
Fire Investigations	26
Fire Prevention Education	19
Foster Home Inspections	15
Juvenile Firesetter Intervention	8
Knox Box Inspections	13
Permits of Assembly	39
Plan Reviews	67
Pre-construction Meetings	13
Shift Building Inspections	75
Sprinkler Flow Tests	12
Tank Removals	4
Training Sessions	201
Walk-through Inspections	176
Wood Stove Inspections	17
Total	885

REPORT OF THE ROCHESTER PUBLIC LIBRARY LIBRARY; Fiscal Year 2000

Great progress was made in bringing technology to the Rochester Library. In 1998, the Innovative system was selected to automate all functions of the library from acquisitions to circulation. Work on creating databases of library materials and library patrons was started in 1998. In July of 1999 the database was complete enough to allow circulation and the on-line public access terminals to go "live". This meant the card catalog was replaced by terminals and books were checked out by bar codes and laser wands! Newly designed library cards with bar codes are now issued to all patrons!

Automating the library was the first step in bringing technology to the Rochester Library. The popularity of the Internet created a demand that necessitated public access to the Internet at the Library. The Library was providing public access to computers for word processing but two more terminals were provided with Internet access for public use. Plans are for at least four more terminals in the next year. A grant from the New Hampshire Department of Employment Security provided the Library with a computer, laser printer, and software for resume writing and job searching. The computer connects to the Internet is available for patrons to use for job searching.

In December, one more part of the technology plan in place. The Library's Web site(<http://www.rpl.lib.nh.us>) was put on the Internet. It is still "under construction" and will continue to grow and add features. But patrons can access the library's database, get information on programs and services, renew books, and access EBSCO, an on-line full text periodical database. The Rochester Library is literally available 24 hours a day!

The Rochester Library continues to be a busy, popular, and much appreciated department of the City. Circulation figures continue to grow in all areas as does the demand for technology. Along with the new technology the traditional programs continue to be popular. The Reading Club, the annual Photography show, the Children's Summer reading program, the Poetry Club, and many others bring in people from Rochester and the surrounding communities.

ROCHESTER PUBLIC LIBRARY
INCOME 1999-2000

City of Rochester Operating Budget	\$610,220
Grants	1,800
Trust Funds	5,678

Funds	Interest
Charter Trust company	\$4,958
Brock	<u>720</u>
	<u>\$5,678</u>

Damage Account	\$ 11,936
Fines and Fees	13,349
Gifts	260
Out of Town Registrations	7,940
Book Sales	2,035
Interest, Trust Checking Account	25
Copier, Reader/Printer Receipts	1,170
Miscellaneous	86
Balances as of July 1, 1999	79,036

Capital Budget	\$71,913
Trust Checking Account	1,191
Special Account	<u>5,932</u>
	\$79,036

Total Income	
FY 99/00	\$733,535

EXPENDITURES
1999-2000

Personnel Compensation		\$385,081
Benefits		94,404
Staff Development/Transportation		2,016
Supplies		11,826
Books and Periodicals		59,875
City	\$43,702	
Special	9,969	
Trust	<u>6,204</u>	
	\$59,875	
Microforms		472
Audio Visual		8,276
City	\$ 6,068	
Special	2,109	
Trust	<u>99</u>	
	\$ 8,276	
Database Services		14,667
Utilities		34,084
Advertising and Dues		540
Service Contracts		13,888
Programming		1,671
Insurance		7,600
Damaged Book Expenses		6,363
Transfers and Misc.		3,601
General Fund Revenue		9,161
Library Capital Budget		13,984
Year End Balances		66,026
Capital Budget	\$57,929	
Trust Checking Account	2,090	
Special Account	5,932	
Operating Budget	<u>75</u>	
	\$66,026	
TOTAL EXPENDITURES		\$733,535

LIBRARY COLLECTION
1999-2000

Book collection FY 98/99	67,966
Additions:	
Gifts	385
Purchased	3,993
Discards:	- 2,401
Total Book Collection FY99/00	74,745
 Audio-Visual Collection FY98/99	 4,989
Additions:	
Gifts	77
Purchased	414
Discards	-55
Total Audio-Visual Collection FY 99/00	5,425

LIBRARY SERVICES

Public Service Hours	3,089
Borrowers Registered (Automated System)	8,741
Adult Circulation	86,685
Juvenile Circulation	74,091
Reference Questions	8,408
Programming	
Programs	242
Attendance	7,820

REPORT OF INFORMATION SYSTEMS

1999 - 2000

COMPUTERS AND NETWORKING

MIS continued support of City operations in FY00. MIS support includes all types of user administration, data maintenance and backup, virus prevention, networking and computer hardware repairs, upgrades and maintenance, software installation, training and research and development of computer aided procedures.

Space needs assessment and redesigning of various offices and departments resulted in MIS assisting with installation (or moving) of network connections, computers and printers. The Gonic Fire Station was a new facility which was networked and additional network connections were added at City Hall, the Police Station, Public Works and the Public Library.

There was cabling done for the City Clerk's Office to connect a new computer to a State of New Hampshire Vital Records network. This was a dedicated connection to a main database and this pilot project was initially setup in just four New Hampshire cities. This also included an upgrade to the computer program used.

The Institutional Network (I-NET) connecting all City and School Department facilities to each other and the Internet was expanded and fine tuned in FY00. At the Rochester Public Library a public network for unrestricted Internet access was installed in addition to the existing I-NET network. Via the public network, the catalog server can be accessed by any patron, from any place that has an Internet connection.

During FY00 the actual change to Year 2000 (Y2K) occurred. Preparation for that change was done by checking all computers, file servers, network equipment and computer programs. There were Y2K fixes needed on some computers and a few that could not be fixed with software had to be upgraded or replaced. The custom programs for Welfare and Dog Licenses were patched for compliance and many other programs were upgraded.

A large Capital Improvement Program (CIP) project somewhat associated with Y2K compliance was the installation of new file servers for City Hall and Public Works and file server hardware upgrades for the Police Department. Along with the new hardware, the network operating systems were upgraded with all City networks merged into one. Delays in having complete functionality in the I-NET made this a more difficult and longer process. The initial networks merge had to be done using dial-up modem connections instead of the I-NET cable modems.

In FY00 a contract for computer hardware maintenance was renewed. The number of computers, printers and peripherals being covered continued to rise with warranties expiring on some of the past purchases. Some of the very old computers were replaced and removed from the equipment list under contract. At the desktop level, many computers were upgraded in memory, storage and/or the operating system. A new request for proposals was written in FY00 to find a company from whom the City would purchase computers, printers and software. The company selected was required to provide name brand personal computers with three years warranties. This insured compatibility and standardization of new equipment.

The huge number of auto registrations done by the Tax Collector's Office caused the replacement of printers and computers. The equipment had been used since 1992 and the number of auto registrations done in that office continues to increase every year.

In FY00 the City started looking for a new Business Applications System. The existing system was approximately 15 years old, had to be made Y2K compliant and had serious limitations to its functionality. The hardware running the system was no longer being produced and any failures would mean having to convert to another platform. There were many meetings of City and School Department finance and technical personnel to develop a comprehensive request for proposals. Once the request for proposals was published and advertised, more meetings were held to review and select a few vendors that would demonstrate their product. There were also field trips to locations using the proposed systems for a real world type review. A final decision was not made in FY00 about which system the City would move towards.

MAPPING AND GEOGRAPHIC INFORMATION SYSTEMS

The responsibility of updating and publishing electronic is part of Information Systems. All information about legal property line changes (subdivisions, lot line revisions, lot combinations, boundary surveys, etc.) goes from the Planning Department to MIS for map(s) adjustment and then to the Assessing Department. Documentation of the changes and copies of the updated maps are given to the Assessing Department and any other impacted City department. The documentation and lot numbering sequences (determined through a combined effort of Assessing and MIS) become historical tracking sources for property changes in Rochester.

The electronic tax and topographic maps are used for both public and private projects. Occasional private projects pay for drafting materials necessary for publication and duplication of maps. Almost every map used in a geographic related presentation to the City Council is generated by MIS using City of Rochester electronic maps. During FY00 City departments continued to take advantage of having accurate digital maps available. In FY00 MIS also continued to update and publish the City Zoning Maps, Wards Map and produce maps specific for projects or incidents as needed.

The Geographic Information Systems (GIS) was updated again in FY00 through a contract with Cartographic Associates, Inc. The updates included parcels and structures coverages and associated attribute data used by several City departments. The zoning GIS coverage continued to be updated by MIS as zoning changes were approved by the City Council.

A high school intern, Crystal Poulin, worked for MIS during part of FY00. She was proficient in AutoCAD and her top accomplishment was updating the topographical maps of Rochester with all demolitions, new structures and as-built site plans done within the past 5 years. This also included adjusting contour lines, spot elevations, fences, stonewalls and tree lines as required. Another of her major accomplishments was the uniform and recognizable naming of layers within all digital topographic maps. These 100+ digital files originally came to the City of Rochester with numeric names of layers which made it more difficult for anyone using them for the first time. An example would be original layer 7 was renamed structures since that was the information within the layer. This was done for all layers within all of the digital files.

E-911 COMMITTEE

In FY00 the E-911 Committee continued the process of reviewing problem areas, changing or adjusting street numbers administratively as allowed by City Ordinance and recommending street name related changes to the City Council. MIS coordinated the transfer of information from the Assessing ownership records to form letters and produced maps necessary to establish and depict street numbering.

The E-911 Committee continued to coordinate street names and numbers for many private roads. When access to multiple homes or parcels is over privately owned property, the owner(s) can simply agree to follow the City adopted system and no Public Hearing is required. When this is done in mobile home parks, the owner notifies all residents and usually provides the street sign(s) and new numbers to be posted. The City provides the owners along private roads and mobile home park owners with mapping, numbering and helps with the street name approval process. Mobile Home Parks that went through this process in FY00 included Cocheco River Estates, Four Seasons and Pineview.

An informational meeting for changing duplicate street names in the East Rochester area was held in FY00. Landowners and residents from possibly affected areas were notified by mail and voiced their concerns and suggestions to the E-911 Committee and their City Councilors. The City Council had decided to follow a general rule on which duplicate streets would be renamed but allowed flexibility for certain situations. The landowners and residents voices proved they were proud of the history of their streets but also willing to accept some change in the name of public safety.

DENNIS SCHAFFER
MIS MANAGER

Report of the Planning and Development Department 1999 - 2000

COMMUNITY DEVELOPMENT DIVISION

The City of Rochester is one of only five "entitlement communities" in New Hampshire to receive Community Development Block Grant funds directly from the Federal Department of Housing and Urban Development (HUD). These funds are applied towards eligible housing and community investment projects that directly benefit Rochester residents whose family income falls below 80% of the regional median (\$49,400 in 1999).

The City received \$376,000 for use during the 1999-2000 fiscal year. This was the fifth year of the five-year Community Development Consolidated Plan. This year saw the development of the next Five-Year Consolidated Plan. Many hours of consultation with neighborhood groups in the low/mod census tracts, an analysis of existing public service agencies, and intensive review of the Strafford County Continuum of Care provided insights into community investment that still needs to happen. Many of the same successful programs will be continued in the next five-year period, as well as new ventures that address today's needs of Rochester's low/moderate income population.

Housing

\$109,600 was allocated for the Community Development Housing Rehabilitation Loan Program. This program's objective is to resuscitate Rochester's aging housing stock by providing low-interest and forgivable loans to homeowners in order to make health and safety improvements to their properties.

The goal for FY 99-00 was to complete eight to ten housing units. Eleven were inspected and nine were completed within the program reporting year. One did not close due to issues the home owner was not able to resolve in time to participate, and one owner withdrew from the program prior to closing. Nine units were brought up to HUD minimum standards utilizing \$95,990. Of these funds, \$2,700 was provided from loan repayments. Partnership with the local Community Action Program leveraged roughly \$25,000 in state HOME loans and Weatherization funding for assistance with heating conversions. These funds allowed us to complete the entire work program for each home without exceeding our CDBG budget.

Ten additional units were inspected towards the close of the fiscal year and will utilize the remaining funds from the FY 99-00 accounts, current loan repayments accrued thus far (program income), and next years allocation for housing rehabilitation as approved by the City Council. They will be reported in next years report.

The Weatherization Assistance Program is designed to help low income persons in Rochester reduce the cost of utilities through energy conservation methods. Items specifically addressed are carbon monoxide testing, moisture assessments, removal or correction of health and safety hazards and improving the general living conditions of the residents. Strafford County Action Committee set a goal of providing service to 22 eligible low-income households (50% of the median income or lower). In this second year of our partnership, 25 households were assisted with the \$22,000, with the CDBG expenditure averaging less than \$1,000 per household. This grant was matched with County Weatherization funds, leveraging approximately another \$25,000 for Rochester homes.

Economic Development

The Job Opportunity Benefit (or JOB) Loan Program is a program designed to lend money to businesses that hire and employ low/moderate income people. This loan is generally used in conjunction with traditional bank financing to expand a business with a specific condition that the business create new jobs. At the beginning of the reporting year, one JOB loan was approved by the JOB loan committee (which consists of City representatives, local bank and business people, including past recipients of the JOB program loans), for \$42,500, and an agreement to create three new jobs within a year of the loan.

The Small Business Development Center (SBDC) is a Micro Enterprise Assistance Program to promote job retention and job creation through a process of education and counseling for local small business owners. 62 individuals attended business plan and tax counseling seminars as well as receiving individual assistance. This represents over 400 hours of service directly to small Rochester businesses.

In the fall of 1999, \$12,000 in unused administration funds and public service grants from FY 1998-1999 were reallocated by City Council. \$9000 was approved for use in scholarships for low/mod students in the Project Futures job training program. Three students were able to utilize these scholarships (\$1250) in Project Futures' first year.

ADA

Initial research into our two ADA projects began this year. \$35,000 was allocated to create handicapped accessible restrooms on the second floor of City Hall and install motorized wheelchair ramps to provide access to all offices (including Community Development) in City Hall. Specifications for this project were being finalized at the close of this fiscal year and it is anticipated that the project will be out to bid shortly after the close of the reporting period.

\$10,000 was allocated in FY 1998-1999 to bring the restrooms in the south end of the second floor of the Community Center into compliance with ADA laws. This project should be completed shortly after the close of the fiscal year.

Other Public Facilities

Allen School Playground was awarded \$52,000 for the purchase and installation of new playground equipment. This playground, a central recreation area for this low/moderate income census tract, had been losing equipment as it aged. There was no specific plan to maintain this area as the primary recreation area for this densely populated neighborhood, but local residents presented a compelling argument to the City for the use of CDBG funds to revitalize this area. A grant of \$12,000 was also awarded to the Department of Public Works by the NHDES. Funds were leveraged for the correction of drainage and erosion problems on the site (which abuts the Cocheco River). This project was completed in the fall of 1999 and was the recipient of the Gulf of Maine Visioneers award, of The Fleet All Stars award (for youth involvement in the community), and of recognition in the National Community Development Region One "Success Stories" for 1999.

Public Service

Twelve agencies received grants under this category totaling \$55,050 (approximately 15% of the CDBG grant). AIDS Response of the Seacoast assisted Rochester residents living with HIV/AIDS with 1179 hours of case management, nutrition counseling and travel assistance to medical appointments. A Safe Place provided 48 emergency bed nights to Rochester women fleeing immediate domestic violence threats, 1051 hours of direct service to individuals in the form of support groups and advocacy in court, and presented six educational presentations of domestic

violence to 345 Rochester residents. The Clinic successfully met with 72 teen parents as part of their child neglect prevention program. Dover Adult Ed held 200 hours of classes in Rochester assisting 218 students with basic needs classes. The SHARE fund was able to provide 56 individuals threatened with homelessness with security deposits. My Friends Place saw 87 Rochester residents at their shelter in Dover. Project Pride helped 23 students get their GED and prepare to enter the workplace. Rochester Parent/Child Center hosted 989 family members at their peer-group meetings, educational parenting programs, play groups and other activities. Sexual Assault Support Services assisted 95 victims of sexual assault in Rochester, and presented 44 educational presentations to school, community and professional groups in the City. Court Appointed Special Advocates (CASA) trained volunteers to be Guardian Ad Litem's for children navigating the family court system. The Housing Coalition for Strafford County opened the emergency overflow shelter at the Salvation Army again this season, providing basic shelter during the winter months for 27 parents and single women and eleven children, some staying in the shelter in excess of two months.

PLANNING DIVISION

It is the mission of the Planning Division to coordinate the physical development and redevelopment of Rochester pursuant to the goals of promoting orderly growth, fostering efficient use of infrastructure, maintaining property values, enhancing the business climate, preserving natural and cultural resources, encouraging beauty in the built environment, and creating a special "sense of place" for present and future residents, landowners, businesses, and industries.

The major responsibilities of the Planning Division include:

- Policy development
- Drafting of ordinances and regulations
- Overseeing the zoning ordinance and processing applications for variances, special exceptions, and amendments
- Processing applications for subdivisions and site plan review
- Strategic planning
- Master Planning
- Development review
- Transportation planning
- Infrastructure planning
- Developing ordinances for the protection of natural and cultural resources
- Coordinating the E911 addressing system
- Geographic information systems (mapping) services
- Coordination of and service to land use boards: Planning Board, Zoning Board of Adjustment, and Conservation Commission

This was a typically busy year for the Planning Division. The Planning Board, Zoning Board of Adjustment, or staff (as appropriate) reviewed the projects shown below. Most of these applications were approved with conditions. Except for variance and zoning amendment applications it is unusual for an application to be denied outright. Rather, we work very hard with applicants to see if there is an alternative approach or design that serves the objectives of the applicant while being consistent with the public interest and meeting legitimate concerns of abutters. Happily, we find most applicants are willing and able to modify projects as appropriate.

Planning Board (99-00)

Applications	Approved	On Hold/Withdrawn/Denied
Site Plans	37	1
Subdivisions	18	2
Lot Line Adjustments	15	0
Minor Site Plans	13	0
Special Downtown Plans	5	2
Mobile Home Parks	0	0
<u>Excavations</u>	<u>1</u>	<u>0</u>
<i>Total</i>	89	5

Zoning Board of Adjustment (99-00)

Applications	Approved	On Hold/Withdrawn/Denied
Variances	12	5
Special Exceptions	10	1
Equitable Waiver	1	0
Change of Nonconforming Use	0	0
Appeal of Administrative Decision	1	1
<u>Request for Rehearing</u>	<u>1</u>	<u>0</u>
<i>Total</i>	25	7

This has been an exciting year as we continued our rewrite of the City of Rochester Master Plan. Two chapters are now being developed - Land Use and Transportation. (In subsequent years we will continue the Master Plan process for natural and cultural resources, public facilities, economic and community development, and community design.) A consultant, Jack Mettee of Appledore Engineering working with Gerry Coogan, was hired to work with the City on the Plan. Three workshops were held in the Fall at the Silver Platter and the Public Library to solicit input from the public. A Land Use Committee and Transportation Committee have been meeting monthly since March, 2000. Many interesting ideas are being generated and we are hopeful this process and the final product will help Rochester citizens shape the City that they want. Other current projects include development of a comprehensive new sign ordinance and an aquifer protection ordinance.

ECONOMIC DEVELOPMENT DIVISION

It is the mission of the Economic Development Division to work with the Rochester Economic Development Commission and the Economic Development Committee of the City Council to formulate and implement economic development policy. In the context of that policy, it is also the mission of Economic Development to promote Rochester to local businesses, businesses located elsewhere as an attractive location for relocation and growth, and to assist businesses in obtaining access to important financial and informational resources.

The major ongoing responsibilities of the Economic Development Division include the following:

- Customer (internal and external) service
- Policy development

- Creating opportunities for dialogue between industry peers
- Stimulating and creating articles about Rochester in newspapers and magazines
- Strategic planning
- Visiting selected corporate executives
- Promoting Rochester
- Providing information and assistance in obtaining financial incentives
- Infrastructure planning
- Developing strong relationships with tourism industry

The Rochester Economic Development Commission/Rochester Industrial Development Authority has continued its tradition of assistance, guidance, and support during this busy year. Financial markets and the business world continue to operate in a mode which presents interesting challenges to local economic development efforts. This new environment requires that the City of Rochester approach Economic Development in a much more deliberative, thoughtful and creative manner.

Another result of a competitive market is the need for the community to understand its strengths and weaknesses. If we don't know how outsiders see us, we cannot effectively market our strengths and compensate for our weaknesses. Also, if we want to keep the businesses we have, we must make an effort to understand their needs.

The Department continues to monitor the results of our page on the World Wide Web. Unfortunately, this tool has diminished in effectiveness as it has aged. A comprehensive overhaul is necessary for this tool to regain effectiveness.

Albany International Techniweave completed construction of the first phase of their new building in Granite State Business park. The first phase entailed approximately 65,000 ft² of predominantly manufacturing space. That facility when fully constructed is expected to encompass 125,000 ft² of "state of the art" manufacturing and office space.

The Rochester Mall, former home of Riches Department Store and Purity Supreme grocery store was purchased last year by a developer, Winstanley Enterprises of Concord, Massachusetts. At its June 2000 meeting, the Planning Board approved redevelopment of the long time vacant mall as two separate parcels and buildings. One will house a Home Depot store of approximately 135,000 ft² and the other will house a grocery store of approximately 57,000 ft² to be operated by Hannaford Brothers.

A Business Visitation Program (BVP) was conducted in the City to survey many manufacturers located throughout the City as well as many of the downtown business and property owners. The results of those surveys were compiled and presented in summary form at the State of the City Address in February. A more complete power point presentation was subsequently presented to all City stakeholders in April.

A grant was applied for and accepted through the New Hampshire Office of State Planning to provide funding for a complete environmental assessment of the former Gonic Brickyard. The 17.8 acre site in Gonic was taken by the City several years ago for back taxes. The assessment showed that, as a result of cleanup efforts to date, a certificate of partial completion was warranted and it was subsequently issued by the State's Department of Environmental Services. It is hoped that continued groundwater monitoring will justify a final certificate of completion by the fall of 2000. Other work at the site to restore previously destroyed wetlands and fill a drainage ditch should also be completed by the fall of 2000. At that point, the site will be actively marketed.

Frisbie Hospital has undertaken and completed two projects this year. One was a 9,075 ft² records retention facility located at Granite State Business Park and the other was a "state of the art" 6,800 ft² Education and Conference Center located at the main Hospital campus on Rochester Hill Road.

The documents have been signed by the parties involved in the land swap necessary as a prerequisite for the construction of a new road through and development of the former Gerrity Lumber site, an 11 lot industrial subdivision between Glenwood Avenue and Allen Street. Road work is expected to begin in the summer of 2000. WitWay Supply purchased the sole remaining existing building at the site and has moved in as the first tenant in this downtown industrial subdivision.

To alleviate the urgent need many businesses in Rochester have expressed to find, retain, and train skilled employees, Bill Andreas, in conjunction with former Councilor Grassie, Dave Veno of the Richard Creteau Regional Technology Center, and area business people initiated a Workforce Development Technical Training Program known as Project Futures which has gained statewide attention. The first classes for Machine Tool Operator and Welder concluded in June with a graduation ceremony at the Regional Technology Center. There are expected to be at least six courses offered in the Fall of 2000.

REPORT OF THE POLICE DEPARTMENT 1999-2000

"THE PRIME MISSION OF THE ROCHESTER POLICE DEPARTMENT is the protection of life and property. This is accomplished through fair and equal enforcement, always keeping in mind the rights and dignity of the public. The basis of all Police Action is the law and credibility of the Agency. The measure of our service will be judged by the Public in the way we deliver our service. We will hold all personnel to a high level of ethical practices. This mission can be achieved through crime prevention, public relations and community policing."

It shall be the duty of the Board of Police Commissioners authorized hereunder to appoint such police officers, constables and superior officers as it may, in its judgement deem necessary and to fix their compensation; and to make all rules and regulations for the government of the police force and to enforce same. The Rochester Police Commission's current elected members include, Roger Beaudoin, Barry Flanagan and Ronald Lachapelle. Paul Dumont was elected to fill the open term being vacated by Roger Beaudoin, who served the citizens as a Police Commissioner for two six-year terms.

Overview

Rochester consists of an approximate area of 46 square miles, with an estimated population of 28,350. The Rochester Police Department is the second largest Department in the City. Although very separate in their job functions, all of the members of the Department work together to produce a high level of service to the citizens. Our staff consists of sworn officers and a civilian support staff, comprising Communications Specialists and Administrative personnel. The Department also maintains a Police Explorer Post. This nationally recognized division of the Boy Scouts of America, "explores" law enforcement careers with young adults.

The City is broken out into five patrol zones for police coverage, based on the City's five voting wards. Our Communications Center operates with enhanced 911 and is staffed 24 hours per day, by specially trained personnel. This combined center dispatches calls for service for police and fire.

Major Service Responsibilities

Our major service responsibilities are to protect life and property through an effective partnership with the public and to address the needs and concerns of citizen customers through:

Neighborhood Coalitions	Bike Patrols
Youth Service Programs	Park and Walk Patrols
Increased Officer visibility and accessibility to the public	

Fiscal Year Objectives

- * Staff the department at levels that will allow for an officer to cover each ward of the City.
- * Continue to process grant requests in order to save money for the City
- * Continue to reduce response times when answering calls for service through the realization of Mobile Data Terminals in the cruisers.
- * Ascertain and respond to customer service needs through; surveys and individual or group meetings.
- * Continue the community policing effort through:
 - + placing an officer in the housing projects,
 - + neighborhood watch programs,
 - + bicycle patrols,
 - + park and walk programs,
 - + individual and group meetings.
- * Continue contact with juveniles in the city through;
 - + the school resource officer program,
 - + DARE Program,
 - + school lunch programs.

The Community Policing effort in our schools brings us the DARE Program, which is one of the most successful programs that we have in promoting the message of self-esteem and the dangers of drugs and violence. Our DARE message is brought to all of our elementary schools in various capacities. The fifth grades receive the 17-week CORE program. We also bring an abbreviated four week program to our Kindergarten through fourth grades in most of the schools. The DARE Program is successful due to the support and interaction of the schools and teachers, parents, the Police and the members of our community. With the DARE Program, we are building a base for the youth in our community. The students build a rapport with the DARE Officer's, often calling them by first names. This positive example carries over to other members of the Department, and can become a mentoring focus-point. Family involvement is important and will give these children the solid support and grounding needed to live the message DARE teaches.

We cannot fail to mention here the generous support the DARE program has received from the community. We have received countless donations from community organizations, including the Masonic Lodge, Veteran's Groups, from business leaders such as WalMart and from individual citizens. Certainly there have been others who have also supported the program. These donations are deeply appreciated by the Department, the City and the students who benefit from them.

In other community policing efforts, we continue to sponsor Department Tours, speaking engagements at schools, day cares and community groups, including those such as the Rochester Parent-Child Center, the Emblem Club and also at other community-related functions, such as the Lilac Family Fun Festival, the Red Ribbon and the annual Holiday Parades, as well as career day and safety day presentations.

Some activities are directly related to our work with the coalitions. These include the neighborhood spruce up days. This is an example of partnerships at work, with teamwork producing tangible results at day's end. This was our first year participating in "National Night Out," a nationwide observance held annually in August dedicated solely to neighborhood watch and coalitions, showing a unified commitment to their community. With enthusiastic support, plans are underway for participation in "National Night Out 2000."

With the dedication of several coalition leaders and members of this Department, the Police Department hosted an eight-week Citizen's Police Academy. The term "citizens' academy" is one used throughout the country. But these academies are not designed to make people quasi-police officers. It's more of an opportunity to better acquaint the citizens with how and why we do things. It also gives the officers positive involvement, interaction and understanding with the citizens. The citizens will not have arrest powers, nor be

involved in any arrests. They will learn about policy, procedure and may participate in ride alongs in the cruisers. They may see some crime scenes and learn, overall, more about the job performed by police on a daily basis. Working in close proximity will allow for forming nice bonds between us. The first academy has formed an alumnus and a second academy is slated to run in the fall of 2000.

The Department responds to the concerns of our community members through the auspices of our directed patrol programs, which is intensive enforcement of statutory law at requested locations throughout the City, directed to educate the general public on the importance of abiding by the laws.

Grants

We continue to work with the federal government and other programs on grant funding to assist us in our mission. We have augmented our patrol division with police officers and civilians from grant assistance provided and administered by the COPS Office.

In our report last year we mentioned the combined effort of the Rochester Housing Authority and the City Officials to introduce a Community Resources Officer. This collaboration was successful in providing a two-year grant. Chosen for the position was Officer Anthony Triano. Some of his highlights in working with the youth and elderly of these locales include organization of a caroling event during the holidays, where he dressed as Santa for the festivities, dedication to getting the homework lab up and running and working with the youth to repaint a common walkway that had been defaced with graffiti.

The Department applied for and received funding from the Troops to Cops Grant from the federal government. These monies are available to agencies hiring military veterans. We also received a matching funds grant for the purchase of Bullet Proof Vests.

The Police Department was the recipient of a Local Law Enforcement Block Grant in the amount of \$25,660.00. Funding was allocated to several items including community diversity training, equipment for the SAFE Team and overtime for the citizens police academy and for investigations.

The Police Department submitted applications to the NH Highway Safety Agency for grant funding. We received more than nine thousand dollars in matching grant funds toward the purchase of video cameras and radar units for the cruisers. We also received funding for bicycle helmets, pedestrian and traffic enforcement efforts.

The City of Rochester Police Department, with support of the School Department has applied for additional Byrne Grant funding to place a school resource officer in the middle school. We currently accomplish this using a DARE Officer on days he or she is not teaching. The School Resource Officer program at the High School reports another successful year. Funding for that position has just been renewed for an additional year through the Byrne Grants.

Miscellaneous

This year through generous donations from community businesses, as well as private citizens, the Department added AED's (Automated External Defibrillators) to the equipment carried in the cruisers. These units are designed for use by a lay-person during a heart emergency. It is our goal to have one unit in each of the five sector zones.

This year we instituted a TAR (Traffic Accident Reconstruction) Unit in the Department. The unit comprises officers who have attended advanced traffic accident schools. By studying accident scenes we can reconstruct causal factors to accidents. To cite a few examples, this may include driver inattention/distraction, impaired drivers, speed issues or vehicle mechanical defects, as well as topography.

This fiscal year the Department embraced a mentoring program for new officers. Programs that have been instituted have proven that there is an improvement in ethics and integrity. It takes those issues outside of the supervisory roles and brings them into the peer levels, providing for better attitudes and higher retention. This coupled with a field training program gives the new officer a mentor outside of the sanctioned department training, on the same idea as a friend's advice. This will also be beneficial to a new officer's family, by giving them someone in the department to contact while the officer is away during the 12-week certification training.

As of this writing the MDT's are up and running in the cruisers. We have completed training with the officers and communications specialists in their use. We will have more to report here next year after these units have been fully operational for one year.

Future

In the coming months, we will work closely with the City Council's facility's committee on the need for a new police facility. A Police Building should be considered a law enforcement tool. As with other equipment, when it is inadequate, productivity, safety and service are reduced. Current operations of the Department exist with approximately 10,000 sf. CIP submissions since the early 90's have included facility needs. Some areas that need improvement (in no specific order) include the ability to separate the prisoners' intake process from civilian contact, the lack of available storage space for evidence, found property, and record archives, the need for a training area, more interview rooms, adequate locker room space [separating male and female officers], the lack of a break room and more office space. Our conference room serves many purposes, among them for oral boards for new hires, as the library, group meetings, and also serves as an area to interview suspects and witnesses or prepare cases. We make this room available internally as well as for other agencies needing such spaces, such as the State Police, the County Attorney or the Attorney General. We have effectively used all available space in our building. We will work with the facility's committee to review the 1997 space need's study and architect recommendations to determine the best plan of action for the Department, in the best interest of the City.

We will continue to work on our staffing matrix. The Department has hired a civilian supervisor in the communications center, to assist in this highly technical, specialized field of law enforcement. Work is ongoing with our SAFE TEAM to make them operational through equipment purchases and training.

Conclusion

The City of Rochester is a business. We are in a partnership with our citizens to provide the best possible service we can to them, as they represent our "customer" base. We believe that the advances of the Rochester Police Department in seeking grant funding in areas of personnel and technology puts us on the cutting edge of customer service. The support of the City in approving these advances for the future of public safety services is important.

It is our vision that the Rochester Police Department will continue to be a cornerstone of progress and a model police department in service to our citizens, constantly improving the quality of services that we render.

We are committed to offering the best service to the residents and visitors to the City, which can be accomplished through our community policing programs, advanced technology and input from our citizens.

Respectfully Submitted,

Chief Daniel P. Auger

DEPARTMENT OF PUBLIC BUILDINGS & GROUNDS

1999 - 2000 REPORT

The responsibilities include the repair, maintenance and custodial services of assigned City buildings, grounds, parks and recreational facilities. In addition, the Department provides project management on contracted projects. Staff members include the Director, Foreman, two maintenance technicians, one maintenance laborer, one grounds laborer, six custodians, two part time custodians, one part time secretary, and five seasonal employees.

Major accomplishments for the period include:

Community Center

Replace domestic hot water system	Replace all overhead doors
Design Pedestrian Replacement Doors	Renovations for Dover Adult Learning
Develop Master Parking Plan	Construct Business Office for Public Buildings & Grounds

City Hall

Demolition of 18 Autumn Street	Remodel the Business Office
Replace carpet in Planning Office	Replace carpet in the City Clerks Office

New Gonic Fire Station

Complete construction of new Fire Station

Gonic Brickyard

Complete Brownfields Investigation	Continue Petroleum Products Cleanup
Received WHIP Grant for Wetlands Restoration	Applied for Groundwater Management Permit

Public Works Garage

Replace second of two waste oil heaters	Construction of locker / training rooms addition
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Library

Replace rubber membrane flat roof	Complete Landscaping of the Parking Lot
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East Rochester & Gonic Pools

Construct new pool & building at each site	Demolish both existing old pools
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Ice Arena

Rebuild Team Boxes	Preliminary Design for Renovations
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Grounds

Adopt A Spot Program

Adopt A Basket Program

Startup a Downtown Maintenance Program

Miscellaneous

City Auction

Demolition of 87 South Main Street

Institute Emergency Generator Maintenance
Program

The Department wishes thank the Mayor and City Council for the continued support to maintain and revitalize the City's facilities.

Richard H. White
Director of Public Buildings & Grounds

REPORT OF THE PUBLIC WORKS DEPARTMENT

1999-2000

The Public Works Department is committed to protecting the Safety, Health and Welfare of its residents and visitors by providing clean water, removing and treating sewage and maintaining our roads and sidewalks. This department works with the Mayor, City Council, City Manager and all other Departments, to provide the BEST service within our means.

This year the department accomplished many items, including but not limited to the following: several drainage projects; street line/crosswalk painting; cleaning catch basins; sweeping streets and sidewalks and downtown; repair and installation of street signs; road patching; traffic and streetlight repair; removing and trimming trees/brush and removal of stumps. Helped with community projects, such as, the Lilac Festival; Boxcar Derby race; Christmas Parade and placing downtown Christmas decorations. The amount of sand used on the roads was 3,059 tons and 2,640 tons of salt.

The road paving Capital Projects were expanded to include drainage improvements, the following roads were rebuilt this year:

- Madison Avenue
- Rt. 125 (Spaulding to Village at Riverside)
- Gear Road
- Four Rod Road
- Betts Road
- Sunset Drive
- Edgewood Lane
- Woodland Lane
- Dartmouth Lane

WATER DIVISION

It was another progressive year at the Water Treatment Facility. All of the concrete floors were repainted, aging pipelines were replaced and the Filter Rehabilitation was completed.

Extensive testing was performed on Treatment techniques to ensure the best water quality in the most economical fashion. Other chemicals were pilot tested with very little success, but other chemical regimes will be tried in the future.

The Water Treatment Facility treated and filtered a total of 882,637,000 Gallons of water. The average daily flow was 2,418,183 Gallons per day. The Plant continues to run very well producing a very high quality drinking water.

The Distribution Department also had a very busy year repairing over 70 leaks, replacing and repairing several fire hydrants and service lines. General maintenance personnel were busy with inspections, shut offs, meter repairs and installations

SEWER DIVISION

The Service/Repair division was also busy this year with several service calls, new services and several repairs.

The Wastewater Treatment Facility collected and treated 1,073,080,000 gallons of Wastewater. The Wastewater Treatment Facility Upgrade and Expansion Contract was awarded to Barletta Engineering Corporation out of Seabrook, NH. Construction started in November 1997 and as of June 30, 2000 92% of the work was completed.

The Sewer Division has also been busy working with the Environmental Protection Agency and the state of New Hampshire by submitting the following documents: revised Sewer Use Ordinance, Model Industrial Discharge Agreement, and revised Industrial Pretreatment Program Documents.

**Report of the Department of Recreation
and Youth Services
1999-2000**

The Department of Recreation and Youth Services is comprised of four programs: Recreation, Court Diversion, Youth Connection and Community Resources and Prevention. The department is located in the Community Center Building on Wakefield St. in Rochester.

The Recreation Program provides a diversified range of activities to meet the ever increasing needs of the community.

The Court Diversion Program provides an option to the judicial system for selected Rochester youth who have committed criminal offenses.

The Community Resources and Prevention Program supports and coordinates programs designed to prevent the abuse of alcohol and other drugs. This office also provides resources to the citizens of Rochester who are involved in neighborhood coalitions.

The Rochester Youth Connection program "connects" mature, stable adults with youngsters ages 7 - 17 who need companionship and role-modeling. The program also provides interested youth with the opportunity to volunteer at selected work sites within the community which enables them to gain valuable work skills. The Rochester Rotary Club continues to sponsor this program which it has been doing since the program's inception.

These four programs work very closely with one another to provide the necessary support to the youth and adults involved. The goal of Recreation and Youth Services is to insure quality service in all areas.

The full department offers a wide variety of programs for the young and old of the community. Due to the large number of volunteers involved at Recreation and Youth Services, the staff is able to expand on the services offered.

Summer is a very busy time of year. Youth are taught to swim at the three outdoor pools. Four playground sites throughout the City are offered to children ages 7 - 12 on a daily basis. A Teen Adventure Camp is offered three full days a week to youth ages 12-14. These fully supervised programs offer young people the opportunity to have fun at creative play with their peers in a well supervised setting. Tennis and golf lessons are also offered to residents of all ages.

A new pool and playground complex opened at Hanson Pines in the summer of 1999. There is a wading pool for toddlers and young children and the larger pool that serves the general public. New outdoor basketball courts and state of the art playground equipment are very popular sites for both young and old.

Two new pools were opened during the summer of 2000. East Rochester's opened in June and has gotten rave reviews and much use. The Gonic pool opened a few

weeks later and is a very popular place with the public. The new pools have positively impacted the city. Swim lesson registrations are at an all time high at all three pools.

The tennis and basketball courts in Gonic also got a facelift while work was being done in that area and are eagerly being utilized.

Rochester once again hosted the State Hershey Track and Field Program. More than 600 young people, ages 9 - 14, traveled from over 40 different communities to participate in this all day event.

Throughout the year, the Recreation Department offers a wide variety of basketball programs for all ages, with youth leagues in the winter, camps in the summer and open gym times for all ages. The department also offers a wide variety of other programs such as karate, dance, dog obedience, adult volleyball, adult walking club, special trips, youth school vacation camps and junior gym classes.

The Department of Recreation and Youth Services continues to work closely with other city departments and local agencies in order to serve the needs of the community and maintain high quality performance.

I would like to thank the City Manager, the Mayor, the City Council, all of the various department heads and their personnel, the citizens of Rochester and the countless volunteers who have shown their support and cooperation over the past year.

Respectfully Submitted,

W. Brent Diesel, Director

REPORT OF THE YOUTH CONNECTION PROGRAM 1999-2000

Rochester Youth Connection offers two programs to the Rochester community, the Youth Volunteer Program and the Big Buddy Program. Youth Connection completed its fourteenth year of service to the Rochester Community.

I. Big Buddy Program:

The program ended the year with twenty-one matches. There were six new matches made and eight matches closed. There are nine girls and twenty boys on the waiting list. Youth Connection requires volunteers to make a minimum of a one year commitment to the program. The strength of the program is drawn from the dedicated group of volunteers, 70% of whom have served the program two years or more, 30% for four or more years. Children are referred to the program by school guidance counselors, Strafford Guidance Center, Juvenile Court Diversion or by their parents.

The volunteers provide much needed adult guidance and positive attention for children who are experiencing extraordinary stress or challenges either personally or within their families. The families greatly appreciate this no cost support to their children which may include help with school work, exposure to experiences and places that they would otherwise not have access to and quality individual attention. Over time this consistent support for the children often results in improved grades and self-image, better peer and family relationships and a decrease of misbehavior in the community. Volunteers also provide additional guidance to youth struggling with decisions about tobacco use, alcohol use, dating, friendship, and goal setting.

Historically, male volunteers are more difficult to recruit than females. An inadequate number of male volunteers continues to be the most significant challenge to the program. There are currently five male volunteers and two completing the screening and training process and sixteen female volunteers and two waiting to be rematched.

The Big Buddy program offers group activities throughout the year. This year's activities and trips included a summer picnic, the annual camp out at Camp Mi-Te-Na, Christmas and Valentines craft making, a sleigh ride and bonfire, attendance at the New Shanghai Circus at the Rochester Opera House, an ice cream social to celebrate two match "graduations" and a trip to the Canterbury Shaker Village. Activities for the volunteers included a volunteer appreciation dinner, a pot luck dinner and guest speakers at volunteer meetings. Many businesses in the Seacoast area again offered discounted rates to the program participants including the sponsorship of the grade improvement club by McDonald's.

II. Youth Volunteer Program:

The Youth Volunteer Program provides a beginning work-type experience for middle school youth. This program is enthusiastically received by the youth with more than 100 youths applying for the available positions. Forty-four students were placed in ten work sites throughout the community such as Rochester Day Care, the library, Rochester Manor, C&K Printing and several veterinary settings. Twenty-one of the students successfully completed both their volunteer work and group educational meetings. These students contributed about 800 hours of volunteer work to area

businesses while learning valuable beginning work skills such as punctuality, team work, follow-through and responsibility. The program offers three 12 week sessions a year.

Juvenile Court Diversion Program 1999-2000

During the past fiscal year, forty-eight (48) youth (37 males and 11 females) were referred to the Juvenile Court Diversion Program. Criminal offenses for which the youth were referred included: arson (3), burglary (2), criminal mischief (7), criminal threatening (3), criminal trespass (4), disorderly conduct (6), kindling without a permit (1), possession of a controlled drug (3), possession of a weapon (1), receiving stolen property (2), reckless conduct (1), resisting arrest (1), inciting a riot (1), shoplifting (2), simple assault (7), theft (3), and a referral for Anger Management (1). Of those referred, five were eventually sent back for court processing due to either youth refusal (1), lack of parental response (2), subsequent offense (1), or moved out of area (1). Referrals were between 8 and 16 years old, with an average age of 14 years.

Forty-one (41) contracts were completed through the year representing seven hundred and fifteen dollars and twelve cents (\$715.12) being collected and paid in restitution to victims and four hundred and fifty three (453) hours of community service work. Community Service sites were provided by the following: Academy Street Coalition, Adopt-A-Spot Program, Powder Mill Fish Hatchery, Rochester Childcare Center, Rochester Fellowship Soup Kitchen, Rochester Public Buildings, Rochester Manor, Rochester Middle School, Rochester Public Buildings Department, Rochester Recreation Department and the Special Olympics. These organizations deserve many thanks for their support and supervision of our youth as well as the kindness and understanding extended to these youth during this difficult and individuals who provided community service sites, supervision and support to these youth helped them learn valuable lessons about their value in the community and what they are capable of contributing despite the mistakes that they've made. These organizations deserve many thanks for their support and supervision of our youth as well as the kindness and understanding extended to these youth during this difficult time in their lives.

The three contract committees continued to meet monthly to provide contracts and review cases. There was an addition to one committee which brings the total of volunteers to fifteen (15); they have volunteered two hundred and seventy (270) hours during this year. This group of dedicated individuals continue to be an inspiration and are the backbone of this program. This program is very fortunate to have such a group and thanks each and every one of them. This program also had another UNH Intern from the Family Studies Department for the entire year. Her time was worth four hundred and fifty (450) hours of volunteer service to the program.

Many individual youth participated in classes offered by diversion staff. The Firestarter Prevention Program was offered to nine (9) youth, Anger Management had (9) participants, Drug and Alcohol Education and Shoplifter's Education were each offered to four (4) youth this past year. Three (3) youth also participated in the Victim-Offender

Mediation Program and several individuals participated in tours of the Strafford County Jail and the Youth Detention Center(YDC).

OFFICE OF COMMUNITY RESOURCES AND PREVENTION 1999-2000

The Office of Community Resources and Prevention was originally established in 1989 under the name of the Office of Substance Abuse Prevention. The change was made in 1995 to more accurately represent the broad functions of this office in the City of Rochester.

The office initiated and coordinates the activities of the Cold Spring Park Neighborhood Coalition and the Academy Street Awareness Program. In addition leadership and problem solving training and technical assistance and support is being provided to the Leonard Street Coalition, Gonic Square Coalition, Cold Spring Manor Coalition and Hideaway Village. These neighborhood groups positively impact the lives of over a thousand households. Leaders and police liaisons have been meeting regularly as the Rochester Joint Coalitions to plan projects that are community-wide.

Resources and referral services are also provided to Rochester residents. In addition, the office interfaces with social service agencies and other City departments.

A grant for partial funding was secured through the Division of Children, Youth and Families for the fiscal year 2000.

REPORT OF THE SUPERINTENDENT OF SCHOOLS 1999-2000

To the School Board and Citizens of Rochester:

The 1999-2000 school year was a banner year for successes in the Rochester School Department, with local approval of Rochester's first universal public kindergarten, national recognition for the School Department's use of technology for student learning, improved performance on the state's assessment program, and completion of a wide area network that connects all schools with one another and gives every classroom high-speed Internet access.

Public Kindergarten

One of the most significant accomplishments for the benefit of our children is establishment of a universal public kindergarten that will be available to all Rochester five-year-olds in September of 2000. After studying and debating five options for providing kindergarten, from construction of a new elementary school, to contracts with private kindergarten providers, the School Board and City Council finally agreed to construct additions on four buildings and renovate three existing rooms in a fifth.

Extensive research has established the value of kindergarten for the future success of students in school. The district anticipates that implementation of the kindergarten will have a positive effect on reducing special education needs, improving student performance, and quality of education.

Technology

For the second year in a row, Rochester School Department was recognized nationally for excellence. This year, the district was one of six in the nation to receive an award from the American Association of School Administrators (AASA), the TED-TAC Award, as a Technologically Efficient District.

Although Rochester's advanced network was a factor in being able to deliver quality services to students, the award recognized the district's effective use of computers for student learning and a unique program for training teachers to integrate technology into their instruction. The training program started by teaming teachers and students to explore effective uses of technology in the classroom. At the end of the year, these teachers shared their findings with other teachers in the system. In the second year, two teams of math teachers traveled, on grant funding, to the New York Wired Center for Education Solutions where they learned more advanced techniques for using technology in teaching math. Again, they shared their new skills with their colleagues. In the third year, School Year 1999-2000, Rochester provided its own intensive summer program,

staffed with local teachers and modeled on the New York program. Through these and other inservice activities, every teacher in Rochester has received training to improve technology use for student learning.

In addition to the technology award, Rochester completed its wide area network, which connects all of its public schools and city facilities via high speed fiber on the cable television system. The system has operated dependably and efficiently to give all students access to the Internet and school district operated data-bases and has improved administrative efficiency by permitting instantaneous transfer of information from school to school.

Improved Test Scores

After three years of questionable performance on the New Hampshire Educational Improvement and Assessment Program, Rochester School Department saw improved scores in nine categories and grades out of ten. Improved scores were seen in both of the third grade areas, language arts and mathematics; in language arts, science, mathematics and social studies at the middle school; and in language arts, mathematics and social studies at Spaulding High School. The promising improvements appear to be directly related to changes in curriculum and instruction and efforts of the entire teaching and administrative staff to motivate students for higher performance.

Student performance on the Iowa Test of Basic Skills continued to be above national averages in most areas. The district is embarking on a new plan to more effectively use test scores and other data for improved accountability and to strengthen instruction and curriculum. To accomplish this, Rochester will take part in a three year training and data management program funded by the U.S. Department of Education and managed jointly by the American Association of School Administrators and the Center for Research in Evaluation, Standards and Student Testing at UCLA.

The Rochester School Department was one of only fifteen school districts nationally chosen to participate in this project. It will provide the schools with a powerful Decision Support System, a database that will permit the district to track individual student progress in each school and classroom through at least seven years of enrollment. The district intends to use the data for educational improvement.

Rochester Special Education Revenues and Expenditures
As required by RSA 32:11-a

Table 1: Special Education Revenue

	1998-1999	1999-2000
Tuition from other districts	119,404.00	75,000.00
Tuition for foster children	3,071.00	14,847.00
Catastrophic Aid (State)	713,583.96	866,520.16
Medicaid Reimbursement (Federal)	251,586.44	394,448.08
IDEA Grants (Federal)	302,453.08	372,412.96

Table 1: Special Education Expenditures

	1998-1999	1999-2000
Salaries and Benefits	3,794,051.00	4,469,766.54
Tuition and Contracted Services	2,107,467.78	2,254,661.25
Supplies and Equipment	31,944.05	37,707.67
Other expenses	403.00	539.00
Special Area Administrative Services	164,678.32	164,363.81
Transportation	305,379.78	323,613.81

Table 3: Revenue to Expenditure Analysis

	1998-199	1999-2000
Total Revenues	1,390,098.48	1,723,228.20
Total Expenditures	6,403,923.93	7,250,652.05
Net Local Cost	5,013,825.45	5,527,423.88

Table 4: Sources of Revenue as Percent of Total

	1998-1999	1999-2000
Federal Sources	8.7%	10.6%
State Sources	11.1%	12.0%
Other Sources	1.9%	1.2%
Local Property Tax	78.3%	76.2%

School Board Membership School Year 1999-2000

<u>Seat</u>	<u>7/1/99 to 12/31/99</u>	<u>1/1/00 to 6/30/00</u>
Ward 1	Charles E. DeVito Frank D. Callaghan	James McGranaghan Frank D. Callaghan
Ward 2	Nancy Warren Caroline McCarley	Nancy Warren Daniel Harkinson
Ward 3	John D. Norris, Jr. Russell A. Albert	Nancy Downs Gerry Gilbert
Ward 4	Randy Parks (8/3/99) Raymond Lundborn	Randy Parks Donna Hynes
Ward 5	Robert J. Watson Anne Grassie	Robert J. Watson Donna Polychronis
At Large	Bert D. George Richard D. Bickford Dr. Mark E. Chrusz	Bert D. George Charles E. DeVito Dr. Mark E. Chrusz

Standing Committees

Committee 7/1/99 to 12/31/99 / 1/00 to 6/30/00

Building Committee Richard D. Bickford, Chair Frank Callaghan, Chair
Frank Callaghan Randy Parks
John D. Norris, Jr. Gerry Gilbert

Instruction Committee Anne C. Grassie, Chair Nancy Warren, Chair
Randy Parks (8/3/99) Daniel Harkinson
Nancy Warren Jim McGranaghan

Personnel Committee Raymond Lundborn, Chair Charles E. DeVito, Chair
Russell Albert Donna Hynes
Charles E. DeVito Robert J. Watson

Special Services Committee Dr. Mark E. Chrusz, Chair Robert J. Watson, Chair
Bert D. George Nancy Downs
Robert J. Watson Bert D. George

Finance Committee Caroline McCarley, Chair Dr. Mark E. Chrusz, Chair
Frank D. Callaghan, Vice Chair Frank D. Callaghan, Vice Chair
Richard D. Bickford Charles E. DeVito
Dr. Mark E. Chrusz Bert D. George
Anne C. Grassie Nancy Warren
Charles E. DeVito Robert J. Watson

Raymond Lundborn

Special Committees

Committee 7/1/99 to 12/31/99 1/1/00 to 6/30/00

Discipline Committee Raymond Lundborn, Chair Dr. Mark E. Chrusz, Chair
Dr. Mark E. Chrusz Nancy Warren
Rotating Board Members Rotating Board Member

Policy Revision Committee Charles E. DeVito, Chair Charles E. DeVito, Chair
Anne C. Grassie Donna Polychronis
Nancy Warren Nancy Warren

Kindergarten Joint Building Richard Bickford, Chair Frank Callaghan
Committee Dr. Mark E. Chrusz Dr. Mark E. Chrusz
Charles E. DeVito Charles E. DeVito
Anne C. Grassie Daniel Harkinson
John Norris Nancy Warren
Robert J. Watson Robert J. Watson
(KJBC Council Members) Ken Billings Sandra Keans
Chuck Grassie Lucien Levesque
Lucien Levesque Bruce Lindsay
Bruce Lindsay Ray Lundborn (Chair)
Ralph Torr Ralph Torr
David Walker David Walker

Personnel

Superintendent of Schools Raymond Yeagley
Assistant Superintendent of Schools Michael L. Hopkins
Director of Pupil Services Sharon Pray
Curriculum Coordinator Sally Riley
Transportation Coordinator Michael L. Hopkins
Computer Network Administrator David Yassenchock
Facilities Manager Richard Kalisz
Director of Buildings and Grounds John Laverdiere
Director of School Lunch Sherilyn Hall
School Nurses Sharon Croft, RN (Head Nurse)
Claudette Bayko, RN
Joanne Clark, RN
Nancy Graham, RN
Ann Moynihan, RN
Kathleen Puglisi, RN

Supervising Principals Elizabeth Mantelli (Spaulding High School)
Walter Helliesen (Rochester Middle School)
Dr. David Chick (East Rochester School)
Robert F. Hanson, Jr. (Allen School)
Julie Heon (McClelland School)
Stephen LeClair (Chamberlain Street School)
Martha Wingate (Gonic School)

Report of The Tax Collector's Department 1999-2000

The Tax Collectors Department has numerous responsibilities . The collection of all monies due the City of Rochester from various city departments.

The redemption of Tax Liens through the Register of Deeds , on all tax liens paid. The notification on all properties going to Tax Deed, according to all laws, mandated by State Statute RSA 80:76. The Tax Warrant for 1999-2000 was 23,061,710.00 in approximately 21, 650 tax bills.

The collection of quarterly Water bills is also the responsibility of the department. We have approximately 7,000 water and sewer bills processed quarterly.

In 1992 we became a State municipal agent. In doing so we are able to charge a fee \$2.50 per registration on those requesting the State Stickers and plates from this office. From the date of July 1, 1999 to June 30,2000 we collected 57,735.50 fees, totaling 366,239.00 since November 1992.

Property Tax	30,592,529.00
Yield Tax	9,279.78
Int.On Delinquent Taxes Prop	180,309.26
Timber and Gravel Tax	8,978.08
Motor Vehicle Permits	3,088,595.74
Misc- RR/Natl BK Tax	6,091.34
Water & Sewer	5,041,088.38

I would like to express my appreciation to staff members, Doreen Jones, Deputy Tax Collector and the two Senior clerks: Jackie Goodwin and Karen Paquette and our part-time staff members Shirley Gray and Carol Griffin.

We all work together to improve the office and service to the public by working as a team.

Respectfully submitted,

Marianne S. Douglas, CTC
Tax Collector

REPORT OF THE WELFARE DEPARTMENT

1999-00

The city budgeted \$170,000.00 for direct assistance in 1999-00. This fiscal year we saw an increase in need for assistance.

The Welfare Department also received grants from McKinney funds for the year in the amount of \$8,000.00. This was spent on security deposits, mortgage payments, back rent to stop evictions as well as payments for back-due utilities.

The Welfare Department provided direct assistance during this period to 190 single persons and 209 families for a total of 399 cases. The average length of assistance per case was 42.25 days. 239 cases were one-time only assistance. Emergency temporary assistance was offered with every effort being made to assist recipients in reaching the goal of becoming independent of city assistance as soon as possible. Guidance was offered in doing job searches, locating housing, budgeting money and applying for assistance from other agencies where appropriate.

All welfare recipients, unless excused because of disabilities or the need to care for small children, are required to work on the city work program. A total of 161.25 hours were worked off, representing \$886.88 of assistance. \$18,182.73 was received in reimbursements.

Expenditures for direct assistance for families were as follows:

Dental	\$ 60.00
Electricity	6,309.26
Food	56.86
Fuel Heating	1,253.28
Miscellaneous	21.26
Mortgage00
Prescriptions	4,459.58
Rent	70,976.07
Telephone00
Temporary Shelter	5,048.19
Transportation	45.00
TOTAL	\$88,229.50
Average cost per case/family	\$ 422.15

Expenditures for direct assistance for singles were as follows:

Burial	\$ 3,857.00
Dental	415.00
Electricity	1,907.05
Food	119.48
Fuel heating	1,463.24
Medical	13.13
Miscellaneous	15.28
Mortgage	352.44
Prescriptions	20,501.95
Rent	63,854.57
Tax	6,241.52
Temporary Shelter	6,585.58
Transportation	222.00
TOTAL	\$ 105,548.24
 Average cost per case/single	 555.51
Total vouchers issued	\$193,777.74

Office expenditures were budgeted at \$136,200. Total expenditures were \$135,907.83.

The Welfare Department ran a Christmas Project again this year. Through donations we were able to provide items of new winter clothing and toys for 160 children and help for 74 families. We also ran a Back-to-School Project this year, outfitting 24 children.

I would like to express my thanks to the other two members of the Welfare Department-Judith Paradis, Social Worker, and Gail Bennett, Secretary. We have worked together this past year in a team effort with a goal of effectively administering to those in need in the most cost efficient manner possible.

Respectfully submitted,

Jane F. Hervey
Director of Welfare

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